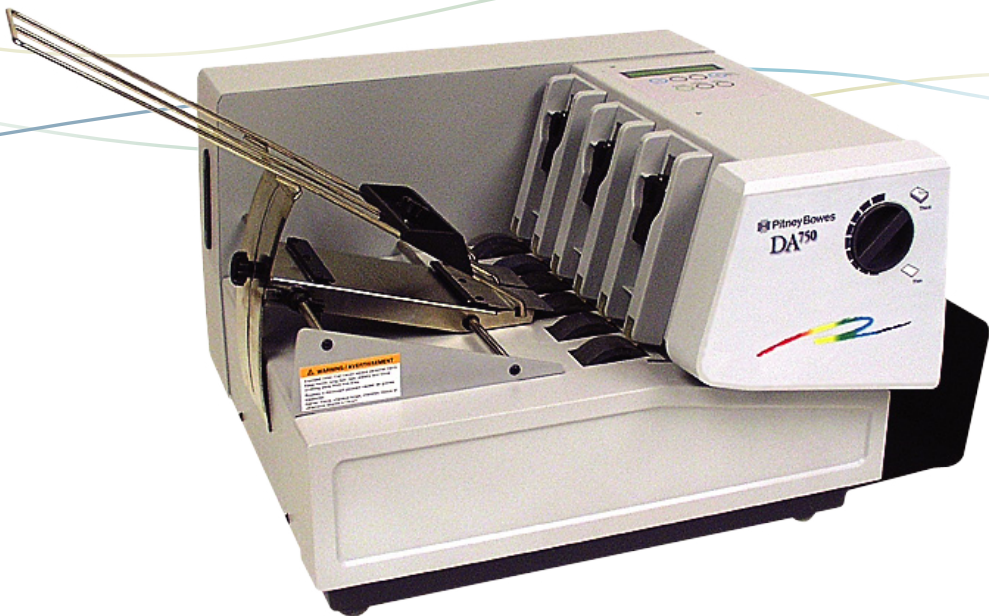




AddressRight™ Printer DA700, DA750



Operator Guide
US English Version

FCC Notice

This equipment has been tested and found to comply with the limits for Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the user manuals, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at this own expense. Shielded cables must be used with this unit to insure compliance with Class A limits.

Safety EN60950 (IEC950)

This device passes conformity testing to standards for safety of electrical equipment (IECEE) CB scheme.

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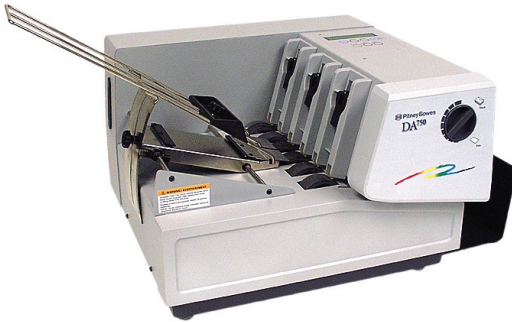
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Chapter 1

The DA700/DA750 Color Printer Overview

The Pitney Bowes DA700/DA750 is a versatile, easy-to-use desktop printer designed for addressing applications.

This chapter explains what's in this guide, and tells you how to order supplies and where to get more information about using your DA700/DA750.



In this chapter:

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1 • DA700/DA750 Printer - Overview

Welcome to the DA700/DA750 Color Ink Jet Printer

The Pitney Bowes DA700/DA750 color ink jet printer is a desktop printer used to print addresses, graphics and other information, in color, on a wide range of material of various sizes, construction and composition. With the DA700/DA750 you can define the font, placement, print quality and bar code characteristics for your addresses.

This Operator Guide shows you how to:

- Set up the DA700/DA750 printer
- Connect it to your computer
- Define your envelope layout
- Print a test mail piece
- Send a mail job to the printer from your computer application.

Using This Guide

Refer to this guide for information about printer setup, operation and troubleshooting. It is divided into the following chapters:

Chapter 1, Introduction

Contains an overview of the DA700/DA750 Operator Guide, information about ordering supplies and a list of help resources.

Chapter 2, Getting Started

Contains instructions for assembling your printer.

Chapter 3, DA700/DA750 Features and Adjustments

Explains how to set up your printer to run a job.

Using This Guide (continued)

Chapter 4, Using the DA700/DA750 With Your Computer

Contains instructions for installing the printer driver, selecting the printer from your software program and sending a mail job from your computer.

Chapter 5, Printer Maintenance

Describes how to keep the printer clean and functioning properly.

Chapter 6, Troubleshooting

Contains a list of possible problems and their solutions.

Appendix A, Control Panel Menus

Explains the Main Menu and Setup Menu options available on the DA700/DA750 control panel.

Appendix B, Specifications

Provides hardware and material specifications. Your printer will run at its best when your material conforms to our specifications.

1 • DA700/DA750 Printer - Overview

System Requirements

To operate the DA700/DA750 with your computer, your system must meet the following requirements:

| | |
|-------------------|---|
| CPU | Pentium II 233 MHZ or greater 64 or more MB RAM recommended |
| Operating System* | Windows 98 (2nd Edition), Windows ME, Windows ME, Windows 2000, Windows XP |
| Parallel Cable | A parallel cable is supplied with your printer. If you choose to use another cable, make sure it isn't any longer than 10 feet. |
| | or |
| Serial Cable | To use the serial port, a serial cable of no more 15 feet in length is required. |

* Subject to change.

System Requirements (continued)

Below is a table of the Microsoft operating systems currently supported and the dates Pitney Bowes expects to stop providing support for the drivers that run on those systems.

| Microsoft Windows Operating System | Microsoft's "Not Supported Date" | Last Date Pitney Bowes supports drivers installed with MS Windows OS with AddressRight and DocuMatch** | Recommended Replacement |
|------------------------------------|----------------------------------|--|----------------------------|
| 98 and 98 (2nd ed.) | June 30, 2006 | July 31, 2006 | Windows 2000 Pro or XP Pro |
| Millennium (Me) | June 30, 2006 | July 31, 2006 | Windows 2000 Pro or XP Pro |
| NT 4.0 | June 30, 2003 | July 31, 2004 | Windows 2000 Pro or XP Pro |
| XP Home | Dec 31, 2006 | Dec 31, 2006 | To be determined |
| 2000 Professional | Mar 31, 2007 | Mar 31, 2007 | To be determined |
| XP Professional | Dec 31, 2008 | Dec 31, 2008 | To be determined |

* Source: Microsoft.com (posted 1/12/04)

** Dates subject to change, including any change due to Microsoft's support cessation dates or if USPS changes requirements. Should dates change, they will be posted on our web site at www.pb.com/support.

Getting Help

As you use your printer, there may be times when you need help to solve a specific application problem, or you may want additional information about printer operation. Pitney Bowes provides several information resources.

Online Help

The DA700/DA750 Print Driver has a built-in help system. Click on Properties from Windows print dialog box. Right click on items in question for the "What's This" Help button.

If you're using Pitney Bowes programs such as Envelope Designer™ or SmartMailer™, press the F1 key while you're using the program to display information about the open screen. Select the Help menu to display a list of topics or search for a term. Refer to the documentation supplied with these programs for more information.

Phone Support

If you need technical support, call Pitney Bowes Technical Support at: **(800) 522-0020**.

1 • DA700/DA750 Printer - Overview

Getting Help (continued)

(Phone Support, continued)

Before You Call...

Please see Chapter 6, Troubleshooting, for a description of common problems and their solutions. If you need to call, please have the following information at hand:

- Model #: W707/W790
- Serial number: See back of unit.
- Nature of problem: What happens and when does it happen?
- The steps you've already taken to solve the problem and the results.

The World Wide Web

We encourage you to visit our web site at: <http://www.pb.com/support/>

Printer Options

You'll find the latest information about our products and services as well as answers to frequently asked technical questions.

Pitney Bowes offers several very useful options for your DA700/DA750:

- Envelope Designer™ lets you create a professional looking envelope in a matter of seconds—you don't have to bother with the print driver or make manual settings.
- The W853 Ink Dryer helps to eliminate smudging on difficult materials like glossy stock.
- The W760 Power Stacker holds up to 300 #10 envelopes. It helps maintain a neat stack in ZIP Code order when you run long jobs.

Ordering Supplies

You can order supplies for your DA700/DA750 printer directly through the Pitney Bowes Supply LineSM. To place an order, call:

(800) 243-7824

or

Visit our website at: **www.pb.com\supplies**

The following supplies are available for your DA700/DA750 printer:

- Black Ink Cartridge (order number 660-1)
- Color Ink Cartridge (DA750 Only) (order number 660-5)
- 4Pack of Black Ink Cartridges order number 660-9)
- Fast Drying Black Ink Cartridge (TBD)

1 • DA700/DA750 Printer - Overview

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Chapter 2

Getting Started with the DA700/DA750 Printer

This chapter explains how to unpack, assemble and connect your new printer.



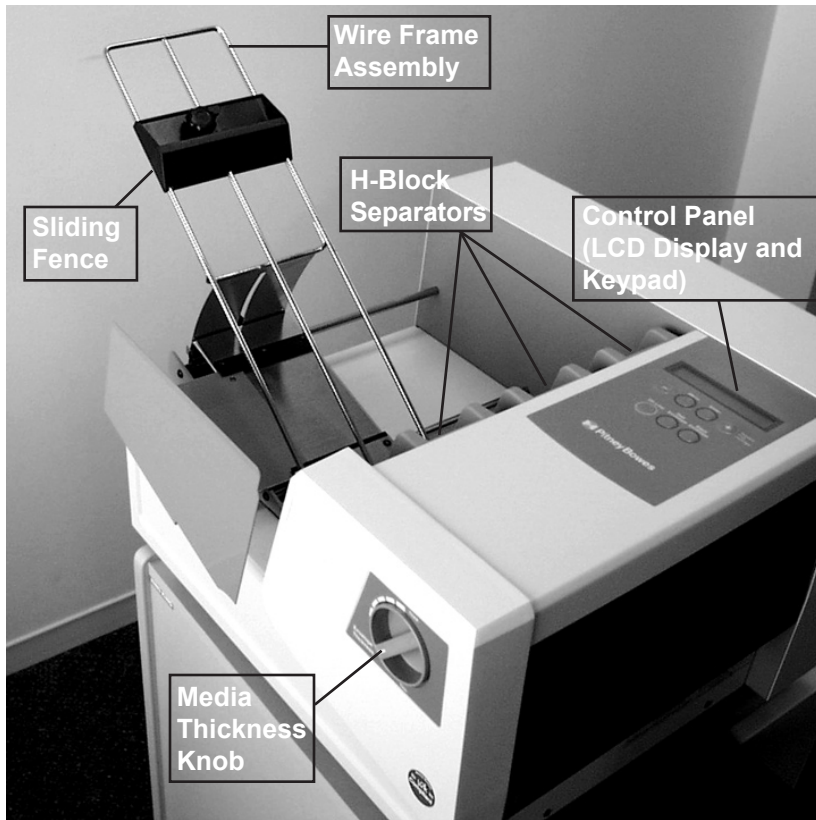
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2 • Getting Started with the DA700/DA750 Printer

Unpacking the Printer

As you remove the DA700/DA750 contents from the box, note the components of the printer, labeled below.



Unpacking the Printer (continued)

Package Contents

- DA700/DA750 Printer
- Output Stacker
- Wire Frame with Material Prop, Washer and Retaining Knob (Input Material Stacker assembled)
- Sliding Fence (long)
- Sliding Fence (short)
- Power Cord
- Parallel Cable
- Printer Operating Guide
- Printer Driver Software
- Ink Jet Cartridge (Black)
(Black & Color for the DA750)
- Operator Training Guide
- POSTNET™ Certificate
- Installation Quality Report
- Print Head Shipment Holder (remove before turning unit on)
- Quick-Start Instructions
- Shipping Support
(remove before turning unit on)

2 • Getting Started with the DA700/DA750 Printer

Choosing a Location for Your Printer

Follow these guidelines and safety precautions when selecting a location for your printer:

- Place the printer on a table or other stable, level surface within the cable's length (Parallel 10 feet max.; Serial 15 feet max.) of your computer.
- Allow for adequate space. The DA700/DA750 is 14.7 inches high, 16.2 inches wide and 21.7 inches deep, without the wire frame input stacker.
- Allow for adequate ventilation around the base and rear of the printer.
- Protect the printer from heat, dust and moisture. Avoid placing the printer in direct sunlight.

Important Safety Notes

- To protect against electric shock, plug the machine into a properly grounded wall outlet.
- DO NOT use an adapter plug. Use of an adapter could compromise the ground and cause a possible shock hazard or damage to the equipment in the event of a short circuit.
- DO NOT remove the ground pin from the line cord.
- Avoid using outlets controlled by wall switches. Someone could accidentally shut your printer off.
- The power cord wall plug is the primary means of disconnecting the machine from the AC power. The wall outlet should be near the machine and easily accessible.
- DO NOT route the power cord over sharp edges or trap it between pieces of furniture.
- Insure that there is no strain on the power cord where it passes between the equipment, walls or furniture.
- Be certain the area in front of the wall receptacle into which the machine is plugged is free from obstruction.

Important Safety Notes (continued)

- DO NOT remove covers. The machine covers serve to enclose hazardous parts. If the machine has been dropped or has otherwise had the covers stressed in any way, report it to your Pitney Bowes Customer Service Representative.
- To reduce the risk of fire and/or electrical shock, do not attempt to disassemble this machine. If service is required, contact your Pitney Bowes Customer Service Representative.
- Keep fingers, loose clothing, jewelry and long hair away from the moving parts.
- Use only Pitney Bowes approved ink cartridges and cleaners. Read all instructions before attempting to operate the equipment.
- Follow any specific occupational safety and health standards for your workplace or area.

Assembling the DA700/DA750

Once you've placed the printer in a suitable location, assemble the printer components in the following order:

NOTE: Do not plug the printer into the power source until you've completed steps 1-4.

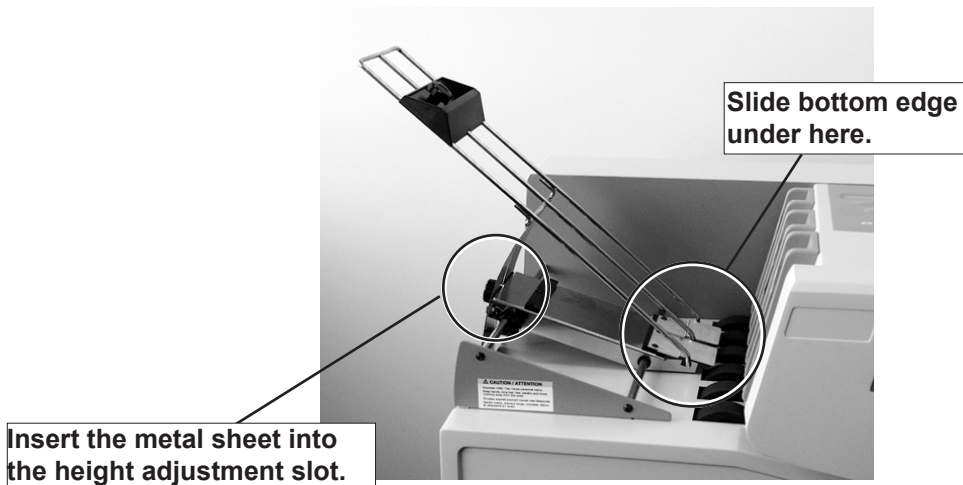
1. Attach the wire frame input stacker (page 2-6).
2. Install the sliding fence (page 2-7).
3. Position the output stacker (page 2-8).
4. Connect the parallel or serial cable (page 2-9).
5. Attach the power cord and turn the printer ON (page 2-11).

2 • Getting Started with the DA700/DA750 Printer

Assembling the DA700/ DA750 (continued)

Attach the Wire Frame to the Printer.

1. Hook the bottom edge of the wire frame under the deflector. The wire frame slides between the feed rollers and the paper deflector. Make sure the front rod is engaged into the key slot bottom.



2. Rotate the wire frame and insert the curved metal sheet on the bottom of the frame into the height adjustment slot.
3. Adjust the angle of the wire frame so it's positioned at about a 45 degree angle. Turn the lock knob on the side of the slide clockwise to hold the wire frame in position.

You can adjust both the height and side-to-side position of the wire frame to accommodate the size and type of the material you're running. We talk about this in the next chapter.

Assembling the DA700/DA750 (continued)

Install the Sliding Fence

The DA700/DA750 has two fences—a long one and a short one. Use the short fence when printing material smaller than a #10 envelope. Use the long fence for larger material.

1. Slide the square edge of the sliding fence into the slots on the frame slide as shown below.



Insert Sliding Fence between Slide Guides and Feed Carriage.

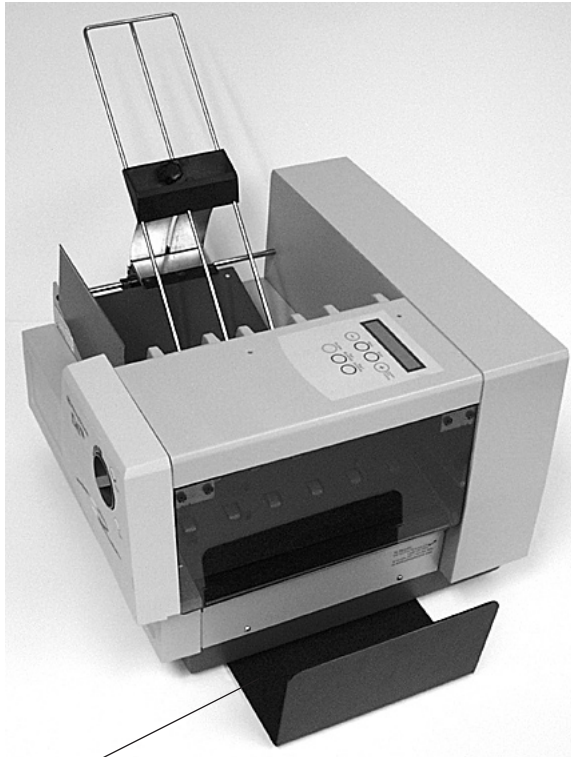
2. The next chapter explains how to set the fence to the width of the material you're running.

2 • Getting Started with the DA700/DA750 Printer

Assembling the DA700/ DA750 (continued)

Position the Output Stacker Tray

Printed material is deposited in the output stacker tray. The tray can stack up to 150 #10 envelopes. Slide it into position under the back of the printer as shown below.



Stacker Tray

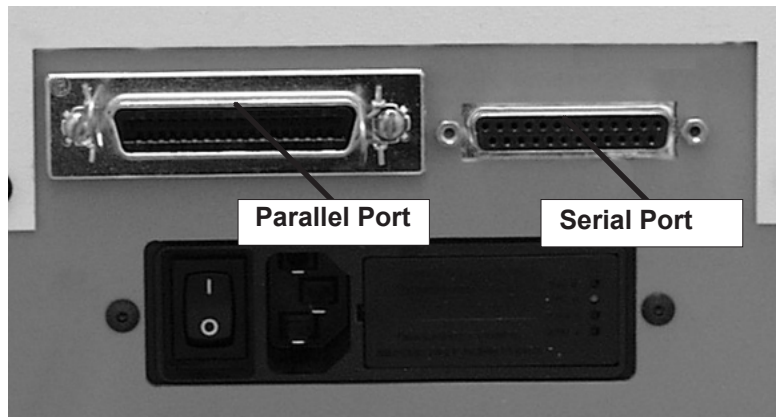
Getting Started with the DA700/DA750 Printer • 2

Connecting the DA700/DA750 to Your Computer

Connecting the Parallel Cable or Serial Cable

Use the parallel cable supplied to connect the DA700/DA750 to your computer, or use an approved serial cable. Each end of the parallel cable has a connector. One end is labeled “Printer” and the other is labeled “Computer.”

1. To connect the Parallel Cable (supplied) to the printer, align the end of the cable connector labeled “Printer” with the parallel port located on the right side of the printer’s interface panel, and push the cable connector into the port. The interface panel is located at the rear of the printer. It contains the main power switch, the parallel cable port, the serial port, the power receptacle and fuse.



2. Secure the connector by snapping the two wire clips over the corresponding tabs on the connector.

2 • Getting Started with the DA700/DA750 Printer

Connecting the DA700/DA750 to Your Computer (continued)

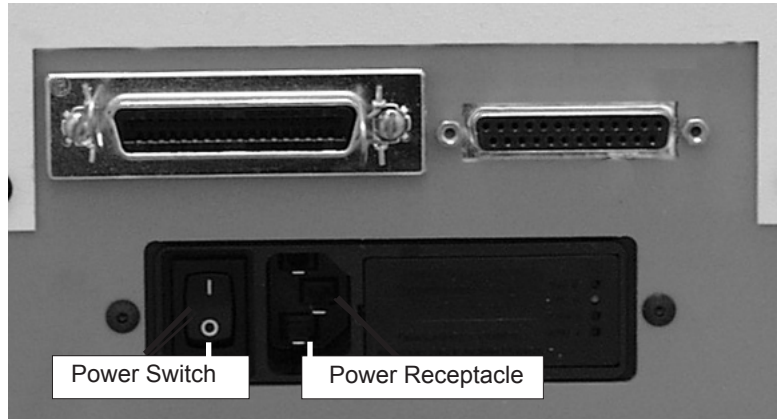
3. Align the end of the cable connector labeled “Computer” with the printer port on your computer and push the cable connector into the port.
4. To connect a **Serial Cable (not supplied)** to the printer, align the 25-pin male connector end of the cable with the serial port on the left side of the printer’s interface. Attach the cable to the printer and the computer’s hex jack screws using the thumb screws in the connectors.
5. Initialize the printer’s communications port by sending data to either the parallel or serial port. To change from the serial port to the parallel port, or vice versa, the printer must be re-initialilized or manually changed through the setup menu.

Getting Started with the DA700/DA750 Printer • 2

Plugging in the Power Cord

Connecting the Power Cord

1. Connect the power cord to the printer at the interface panel, shown below.



2. Plug the power cord into a grounded outlet. Please review the safety information on pages 2-4 and 2-5.

Turning on the DA700/DA750

Once you've connected the cable, press the printer's power switch to the "I" (ON) position. The switch is located next to the power cord receptacle.

When you turn the printer on:

- The LCD menu displays that the printer is initializing and automatically displays "ON LINE".
- The print head carriage moves to the right and parks in the maintenance station.

2 • Getting Started with the DA700/DA750 Printer

Installing and Removing the Ink Jet Cartridge

Install the Ink Jet Cartridges

The printer uses Ink Jet Cartridges for printing (DA750 uses color and black; DA700 uses black only). You must install a black and a color cartridge in the DA750 (a black only for the DA700) before you can print. To begin:

1. With the printer on, press the ON LINE key until the display reads OFF LINE.
2. Open the back cover of the printer.
3. Press the “Replace Print Cartridge” key on the control panel to move the carriage to the middle of the printer. Do not attempt to move the carriage by hand. Doing so can result in damage to the carriage assembly.
4. Remove the cartridge from its shipping container by peeling the top cover off. Be careful not to touch the gold contacts.



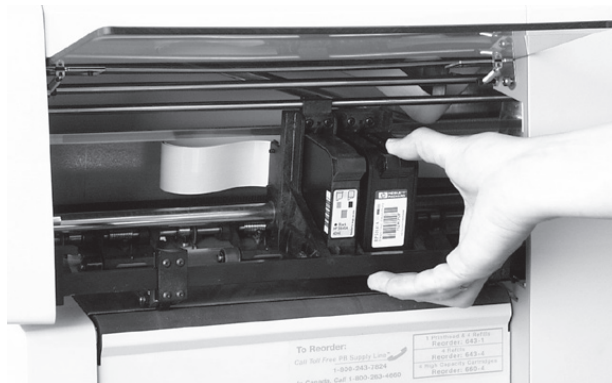
WARNING! The ink in the cartridge may be harmful if swallowed. Keep new and used cartridges out of reach of children. Discard empty cartridges immediately.

5. Gently remove the tape covering the ink nozzles on the print cartridge, being careful not to touch the copper nozzles.

Getting Started with the DA700/DA750 Printer • 2

Installing and Removing the Ink Jet Cartridge (continued)

6. Gently insert the cartridge (color to the right, black to the left-DA750 only) into the carriage at approximately a 20 degree angle with copper strip to the bottom and in first. Press down on the cartridge until it is seated.



7. Push the cartridge forward (away from you) until it snaps in place.

IMPORTANT! When installing cartridges in the DA750, immediately perform the CMYK Printing Alignment procedure. See page 5-5 for instructions.

Removing the Ink Jet Cartridge

When you need to remove or replace the ink jet cartridges, follow these steps:

1. With the printer on, press the ON LINE key until the display reads OFF LINE.
2. Open the printhead cover of the printer.

2 • Getting Started with the DA700/DA750 Printer

Installing and Removing the Ink Jet Cartridge (continued)

3. Press the Replace Print Cartridge key on the control panel. This moves the carriage to the middle of the printer. Do not move the cartridge by hand.



4. To remove the ink jet cartridge, place your thumb on the grooved surface and press down slightly then tilt towards you until it pops loose.



5. Lift the print cartridge out of the cradle.

Chapter 3

DA700/DA750 Features and Adjustments

In this chapter you'll learn about key features of the DA700/DA750 printer and how to adjust it to meet the requirements of your print jobs.



In this chapter:

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| Thickness Knob | 3-17 |
| Adjust Exit Rollers | 3-19 |
| Print a Test Piece..... | 3-21 |

3 • DA700/DA750 Features and Adjustments

Printer Features

The DA700/DA750 has the following features:

| | |
|---------------------|------------------------------|
| Speed (Throughput): | Refer to chart on next page. |
| Print Qualities: | Draft, Letter, Executive |
| Internal Fonts: | 13 (14 including Barcode) |
| Optional Font Card | |
| Font Point Size: | 4 to 30 |
| Material Thickness: | 0.003" to .250" |

Speed

Printer speed refers to the number of pieces of mail that can be processed in an hour. Printer speed depends on the number of characters per line, the number of lines, character size, font, interface, barcode, material size and graphics.

Print Qualities

The printer has three selectable print qualities: Draft (fastest speed), Letter (medium speed) and Executive (slowest speed).

Internal Fonts

A font is a set of characters (letters, numbers and symbols) that use the same typeface. The DA700/DA750 has thirteen (plus barcode) different typefaces: Courier, Sans Serif, Roman, Baxter, Ding bat, Hancock, Marina, Quincy, Silicon, Springer, Stencil, and Windmill. You can select these fonts from the printer control panel menus. If you set up a print job from your computer, you can use any font that is available from your software application.

DA700/DA750 Throughput

Throughput specifications for the printer have the following parameters in common: 18 average characters per line; 10 pt character size; Roman font; normal print width; bold off; parallel interface; each line terminated with CR LF; each address terminated with FF. (All speeds rated in pieces/hour.)

Printing Black (DA700) / Black with Color Cartridge Removed (DA750)

| | | |
|-----------------------|---------------|-------------------------------|
| #10 Envelopes: | 600 x 200 dpi | 14,000 letters per hour (lph) |
| | 600 x 300 dpi | 13,000 lph |
| | 600 x 600 dpi | 11,000 lph |

Printing Black, Color Cartridge Installed (DA750 only)

| | | |
|-----------------------|---------------|-------------------------------|
| #10 Envelopes: | 600 x 200 dpi | 11,000 letters per hour (lph) |
| | 600 x 300 dpi | 10,000 lph |
| | 600 x 600 dpi | 9,000 lph |

Printing Color with Color Cartridge Installed (DA750 only)

Minimum throughputs for destination address (three lines without barcode) in printing with color cartridge using the H.P. 51641A Head:

| | | |
|-----------------------|---------------|------------------------------|
| #10 Envelopes: | 300 x 150 dpi | 5,000 letters per hour (lph) |
| | 300 x 200 dpi | 4,600 lph |
| | 300 x 300 dpi | 3,000 lph |

3 • DA700/DA750 Features and Adjustments

Printer Features (continued)

Font Size

Font size refers to the size of each typeface, and is measured in points. The DA700/DA750 uses from 4 to 30 point size for internal or downloaded fonts.

Material Thickness

Thickness refers to the size of the material that is processed through the printer. The DA700/DA750 can handle material from .003" up to .250" thick.

Media Size

The DA700/DA750 can print on the following range of material sizes.

| | Width | Height | Thickness |
|----------------|---------------------|-----------------|---------------------|
| Maximum | 15.5" (399.4 mm) | 15" (381 mm) | 25" (6.35 mm) |
| Minimum | 3 " (76 mm) | 5" (127 mm) | .003" (.0762 mm) |

For envelope addressing purposes, the DA700/DA750 is compatible with any word processor or database application that can print a mailing label.

Approved Media Types

The printer can be used with the following types of material:

- Envelopes
- Booklets
- Catalog Envelopes
- Postcards
- Self Mailers
- Paper

All envelopes must be without windows, empty and unsealed. Any folded material needs to be tabbed on the leading edge.

Refer to **Appendix B, Specifications**, for detailed specifications for the DA700/DA750, including specific requirements for using each type of material.

Printer Features (continued)

Other printer features include:

- Ink Jet technology with shuttling head.
- Interface to a standard IBM® compatible computer.
- Prints USPS POSTNET certified bar code.
- LCD menu display available in seven languages.
- Memory capable of storing up to eight jobs.
- Printing virtually anywhere on an envelope.
- Graphic printing capability.

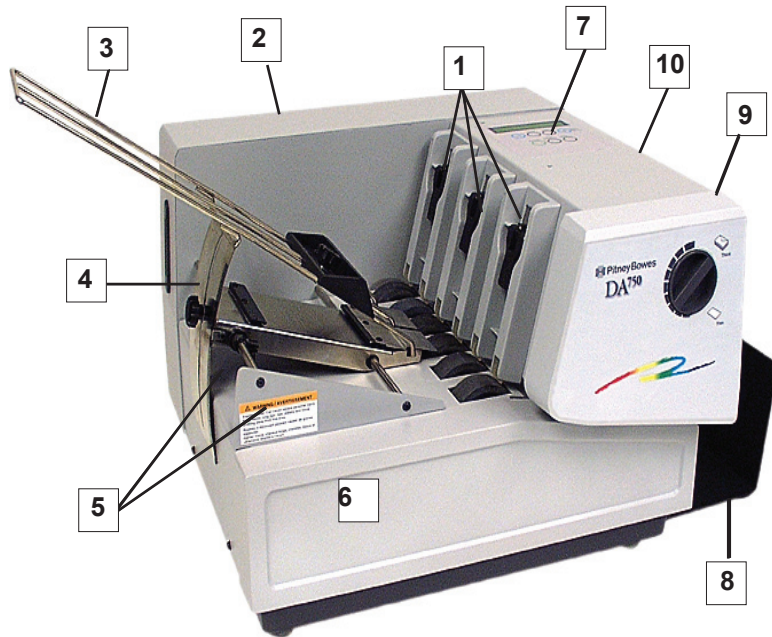
3 • DA700/DA750 Features and Adjustments

Setting Up A Job

Setting up a print job means adjusting the printer to accommodate the width, height, thickness and weight of your material. The setup adjustments and the quality of your material determine how reliably your printer feeds the material.

A good setup minimizes misfeeds and jams. And, your printer will perform at its best when you run material that falls within our published specifications. See **Appendix B** for complete material specifications.

The figure below calls out key machine adjustments. Each of these is briefly described starting on the next page. In the pages that follow, we explain each adjustment in detail.



Setting Up A Job (continued)

1. H-Block Separators

Adjust to the thickness of your material. The gap between the H-Block separator fingers and the feed rollers should be just enough to allow a single piece to feed through the printer.

2. Interface Panel (Not Shown)

Located on the lower part of the rear cover, the panel has the ON/OFF switch, parallel cable connector and power cord receptacle.

3. Wire Frame

Supports the material stack. Adjust the feed angle to accommodate the weight of the material you're running. Adjust its side-to-side position so it's centered under the stack.

4. Material Prop and Lock Knob

The prop adds a gentle slope to the stack to help feeding. Adjust so the top of the prop is even with the top of the stack. Secure the prop with the lock knob.

5. Wire Frame Slide and Wire Frame Slide Lock Lever (Not Shown)

Slides the wire frame side to side. Lock in position with the lock lever.

6. Feed Fence (Not Shown)

Helps confine the stack. Adjust to the width of your material plus 1/16" clearance.

3 • DA700/DA750 Features and Adjustments

Setting Up A Job (continued)

7. Control Panel

Use the control panel buttons to access printer menus, define print options, run the print job, position the print carriage and turn the printer on and off line. See **Appendix A, Printer Menus**, for detailed instructions.

If you have the DA700/DA750 print driver loaded on your computer, you can easily perform these functions from within your software application.

8. Stacker Tray

Printed material is deposited in the stacker (catch) tray. The tray holds about 5" of material.

9. Exit Rollers (Not Shown)

Guide the printed material as it exits the printer. Adjust so that each roller overlaps the edge of the material by at least 1/4".

10. Print Area Door Assembly

Open to gain access to the print cartridge and exit rollers.

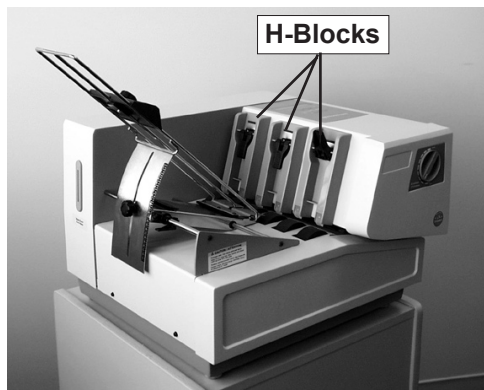
Setting Up A Job (continued)

1. Set the Separator Gap

Whenever you switch from one material type to another, you need to set the gap between the separators and the feed roller before printing begins.

NOTE: There are three positions of the "H" Blocks.

- Lever fully down - adjusted to media thickness (ready to operate).
- Lever midpoint - not adjusted to any media (free floating on media, not set up to operate).
- Lever fully up - locked in the up position, not adjusted to any media thickness.



Setting the Proper Feed Gap

1. Loosen the lock knobs to unlock all three H-Blocks.
2. Lift the H-Blocks to their highest position and lock in place.
3. Place a sample piece of material between the separator fingers (the lower section of the H-Blocks) and the feed roller.

3 • DA700/DA750 Features and Adjustments

Setting Up A Job (continued)

4. Lower only the H-Blocks that come in direct contact with the material and let them touch the material.
5. Lock each separator in place. When lowering the H-Blocks, check that the material is between the separator tabs and the feed roller.

Setup Example Using #10 Envelopes:

1. When you set the feed gap for a #10 envelope, note that the width of the envelope will fall completely under the inside and middle H-Blocks, but only half way under the outer H-Block. Follow steps 2 through 4 to fix this.
2. Remove the sliding fence.
3. Place a second envelope next to the first, under the outer H-Block. Place the second envelope flap down with the short edge under the outer H-Block.
4. Lock the separator in place.

NOTE: If the separator gap is not set properly, the printer will misfeed.

- If the gap is too big, the printer will feed doubles (two or more pieces at the same time).
- If the gap is too small, material will jam at the feed roller entrance.

Setting Up A Job (continued)

2. Center the Wire Frame under the Material

This adjustment helps eliminate skewing.

1. Unlock the feed carriage assembly by pushing the locking lever down.
2. Adjust the feed carriage by aligning with the center of the media.
3. Lock the feed carriage again by pulling the lever up.



**Locking lever
pushed down**

3 • DA700/DA750 Features and Adjustments

Setting Up A Job (continued)

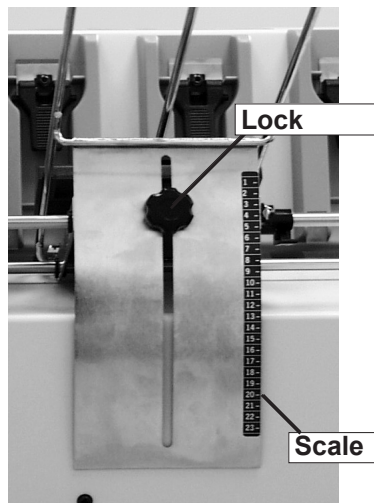
3. Set the Feed Angle

The height of the wireframe input stacker depends on the type of material you're running:

- Heavy material—adjust to a low angle
- Standard material—adjust to the center (45 degree angle)
- Light material—adjust to a high angle

To make the adjustment:

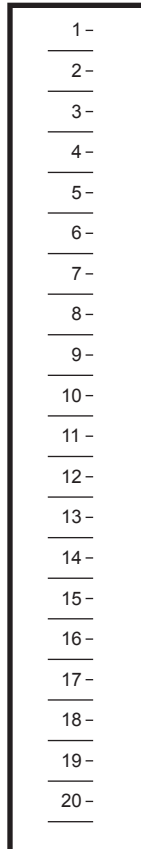
1. Unlock the knob on the wireframe slide by turning counter clockwise.
2. Move the wireframe up or down as required by sliding the retaining knob.



3. Turn the lock knob clockwise to secure the wireframe.

NOTE: Center line of the knob aligns with relative number of the scale. Refer to the scale on following page.

Setting Up A Job (continued)



The center of the knob aligns with number **1** for a typical 3" x 5" post card.

The center of the knob aligns with number **3** for a typical # 10 envelope.

The center of the knob aligns with number **12** for typical 8 1/2" x 11" copy paper.

Note: The above settings are suggested settings. You can adjust the wire frame accordingly (up or down) until the desired feed throughput is achieved.

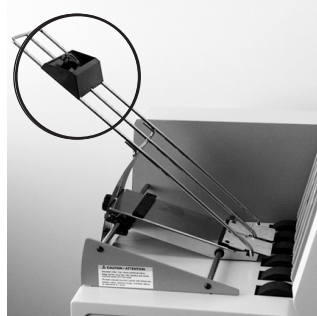
3 • DA700/DA750 Features and Adjustments

Setting Up A Job (continued)

4. Set the Wire Frame Ramp

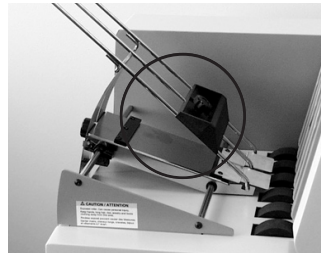
Slide Ramp

Upward—Slide the ramp to the top of the Wire Frame.

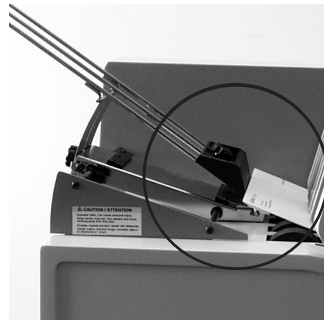


Slide Ramp

Down—With the Feed Gap properly set for one piece of media, slide the ramp down.



Adjust Ramp to Edge of Media—Add a stack of media and adjust the ramp downward until the first piece of media is resting half way down the angle of the ramp surface as pictured below (one piece of media is shown for simplicity).



NOTE: This picture is shown without the Sliding Fence, for ease of illustration.

Setting Up A Job (continued)

5. Position the Feed Fence

Your printer comes with two feed fences—a long one and a short one. Use the long fence for #10 envelopes and larger materials. Use the short fence for materials smaller than a #10 envelope.

It is important that the sliding fence not be adjusted tight against the media.

To position the fence:

1. Place a sample piece or trial stack of material in the input area.
2. Slide the fence until it almost touches the stack of material.
3. Check that there's about 1/16" clearance (the thickness of a dime) between the fence and the stack.

NOTE: Proper clearance is important. If you push the fence tight up against the stack, it could retard feeding and cause jams. If the clearance is too great, pieces could skew as they feed into the printer.



Adjust Sliding Fence
to media width.

3 • DA700/DA750 Features and Adjustments

Setting Up A Job (continued)

6. Load Material

Once your printer is set up, you can load material and make a test print.

To avoid misfeeds, follow these instructions:

1. Make sure the input area is free of dust and other matter.
2. Take a manageable amount of material and while holding it as shown, fan all sides of the material to separate each piece. This step helps keep misfeeds to a minimum.



3. Tamp the material on a flat surface, making sure that the stack is square.
4. Shingle the stack as you load it into the input area. Load envelopes so the side to be printed faces up. Flaps should be down and oriented away from the feed roller (flaps trailing). Position the right edge of the envelopes flush against the rear wall. Begin with just a few envelopes to start the stack and get the proper contour, then add several more pieces. Then add the remainder of the stack.
5. Adjust the position of the media thickness knob as described on the next page.

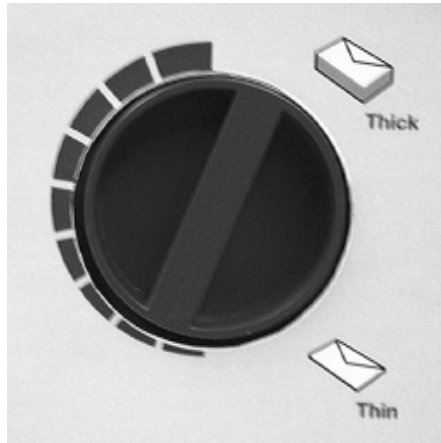
Setting Up A Job (continued)

7. Adjust the Media Thickness Knob

The media thickness knob sets the distance between the printhead and the material. Use it to compensate for different material thicknesses and to increase clarity of the printing.

1. Estimate the thickness of the material to be run

NOTE: All material in a run must be the same thickness. For envelopes with 0 - 2 inserts, start with the media thickness knob set as shown below. For 1/4" thick material, start with setting all the way at the Thick side. For 1/8", start 1/2 way.



2. While running test samples, turn the knob counter-clockwise to close the gap until the desired quality of printing is obtained.

NOTE: Adjusting the media thickness knob too far counter clockwise may cause smearing or jamming.

3 • DA700/DA750 Features and Adjustments

Setting Up A Job (continued)

A Note about Print Quality

The DA700/DA750 is designed to feed and print on a range of materials with various finishes and coatings. However the sharpness of the print may vary with different materials, depending on how absorbent the surface is, as well as other qualities.

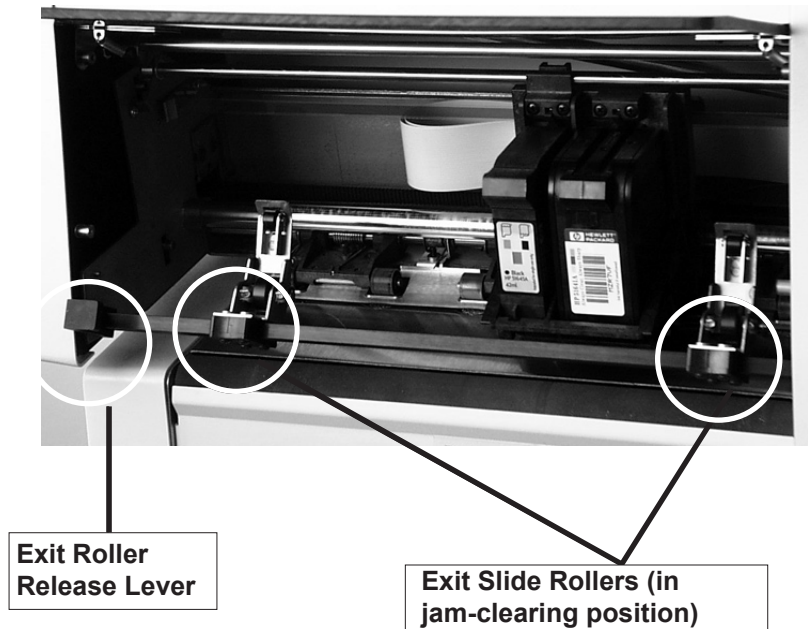
You'll get best results using white wove bonded stock. Printing is less sharp on Tyvek, recycled and glossy material. It is also possible that ink may not dry thoroughly on certain very glossy materials.

Always test high gloss materials for their drying qualities before you buy them in quantity and attempt to run a print job. A dryer may be needed for high gloss material.

Setting Up A Job (continued)

8. Adjust the Exit Rollers

Adjust the exit rollers so they overlap the left and right edges of the material by 1/4". Rotate the release lever to vertical then slide the rollers from side to side to make the adjustment and press the lever down to lock. Must be down and latched to operate.



IMPORTANT: Make sure the rollers do not touch any printed area of the material. If this happens, the rollers will act like a printing press and imprint a faint impression at incremental distances on the material. If this happens, move the roller or rollers toward the nearest clear zone, that is, an area free of printing.

3 • DA700/DA750 Features and Adjustments

Setting Up A Job Output Stack Height (continued)

The output stacker holds up to five inches of material before it becomes necessary to remove the stack from the bin. The optional W760 stacker increases capacity to 300 #10 envelopes.

NOTE: As the stack approaches the 5" limit, there is a potential for stacking misfeed (pieces not neatly stacked one on top of the other). This can cause envelopes to stack out of ZIP Code sequence.

Setting Up A Job 9. Print a Test Piece (continued)

1. Make sure material is loaded properly. (Or you can use a single test piece if you'd like to check that your setup adjustments are okay.)
2. Turn the printer ON. The ON/OFF switch is located on the interface panel at the rear of the machine.



3. Press the ON LINE button on the printer control panel until the LCD display reads OFF LINE.
4. Press the Test Envelope button. A single envelope will feed and a sample address should print.
5. Check the print quality. If it's not what you want, adjust the media thickness knob (page 3-14) as required and run another test piece.

When you're satisfied with your setup adjustments, you're ready to run the job. The next chapter explains how to use the printer with your computer.

3 • DA700/DA750 Features and Adjustments

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Chapter 4

Using the DA700/DA750 With Your Computer

This chapter has instructions for installing the DA700/DA750 printer driver and using the printer with your computer. It also briefly explains Envelope Designer™ Plus, the Pitney Bowes envelope design software that comes with the printer.



In this chapter:

| | |
|---|------|
| Printer Driver Software | 4-2 |
| Selecting Printer Properties..... | 4-3 |
| Using the Printer Properties Windows | 4-4 |
| Selecting the DA700/DA750 from a Windows Application | 4-14 |
| Envelope Designer™ Plus | 4-15 |

NOTE: The DA750 is shown in this chapter; the DA700 is similar. The screen captures used to illustrate setup options were taken from the Windows™ 2000 operating system.

4 • Using the DA700/DA750 with Your Computer

Printer Driver Software

Before you can use your printer with your computer, you must install the DA700/DA750 printer driver. The driver gives your computer information about the printer you're using, and tells the printer about the settings you want to use in your print job.

If you have not previously installed the printer driver on your computer, refer to the installation instructions furnished with it.

The printer drivers are contained on the Envelope Designer Plus CD that comes with your printer. Select "printer drivers" from the initial screen and follow the on-screen prompts.

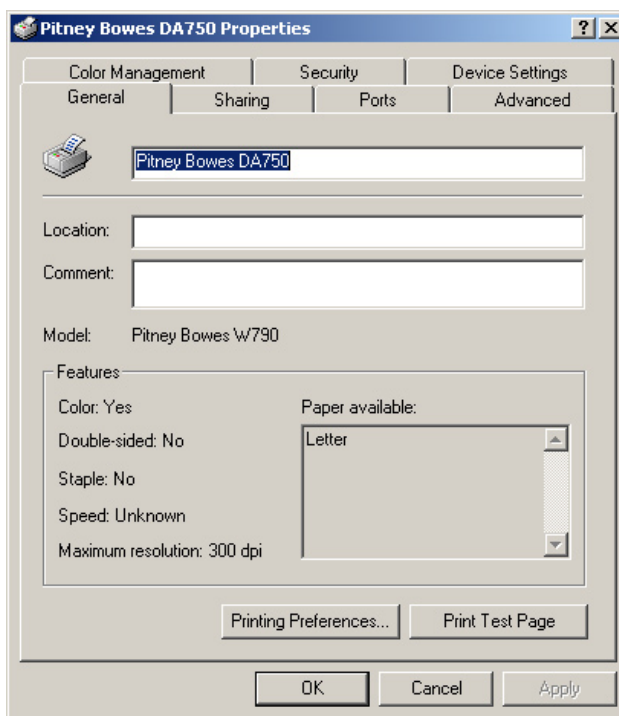
The product code is on the label sheet contained in the pack.

Selecting Printer Properties

This section describes printer properties and how to select available options. To access the main properties window, follow these steps:

1. Click the "Start" button in the task bar, then select "Settings."
2. Click "Printers." The Printer window displays.
3. Right click the Pitney Bowes icon, then left click the Properties option.

The **Properties** window opens and displays seven tabs, each of which allows access to different printer options. Note that the **General** tab window displays when the **Properties** window opens.



To access another option, left click on the appropriate tab. A window for the selected option displays.

4 • Using the DA700/DA750 with Your Computer

Selecting Printer Properties (continued)

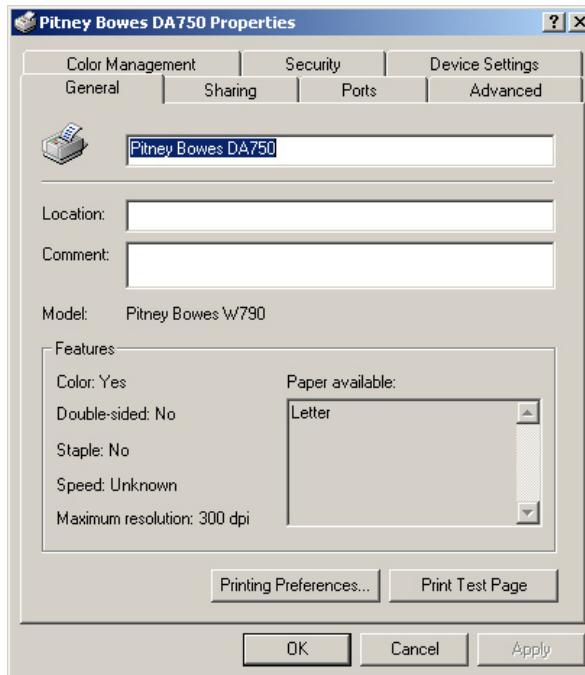
NOTE: An explanation of items in each window is also available by doing the following:

- Right click an item to display the "What's This" button.
- Right or left click this button to display information about the selected item.

Use of the window for each tabbed item follows, starting with the **General** tab window.

Using the Printer Properties Window

If the **General** tab window is not currently active, left click the **General** tab.



Use the Location area to specify where the printer resides. You can use alphanumeric characters to designate the site. For example, if your printer is in building 27 in area C, you could specify 27/C as the Location entry.

Using the Printer Properties Window (continued)

Use the **Comment** area to make a statement about the printer. For example, you might want to indicate what the printer should be used for and when it is available.

If this printer is shared, the comment entered in this area displays on the computers sharing this printer.

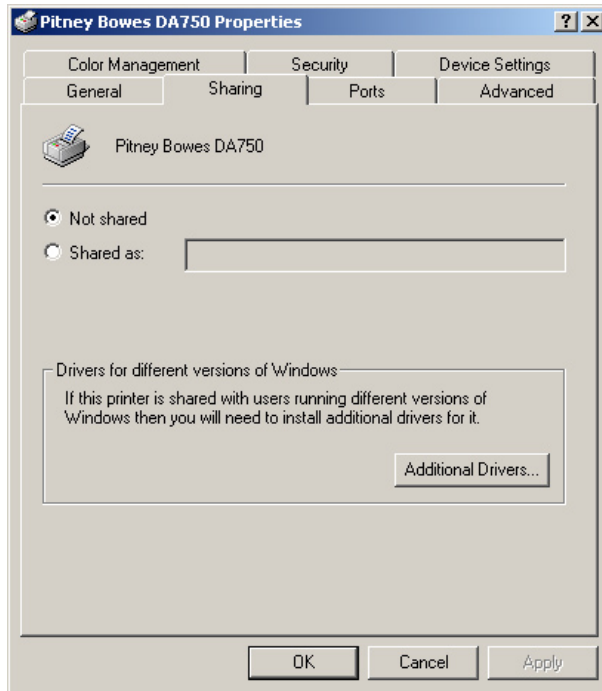
NOTE: The DA700/DA750 printer driver does not support sharing.

Click "Printing Properties" to change the printer's default settings. Default options include document orientation and paper source. Click "Advanced" in the Printing Preferences window to access other settings such as print quality and paper size.

4 • Using the DA700/DA750 with Your Computer

Using the Printer Properties Window (continued)

To display the **Sharing** window, left click the **Sharing** tab in the **Properties** window.



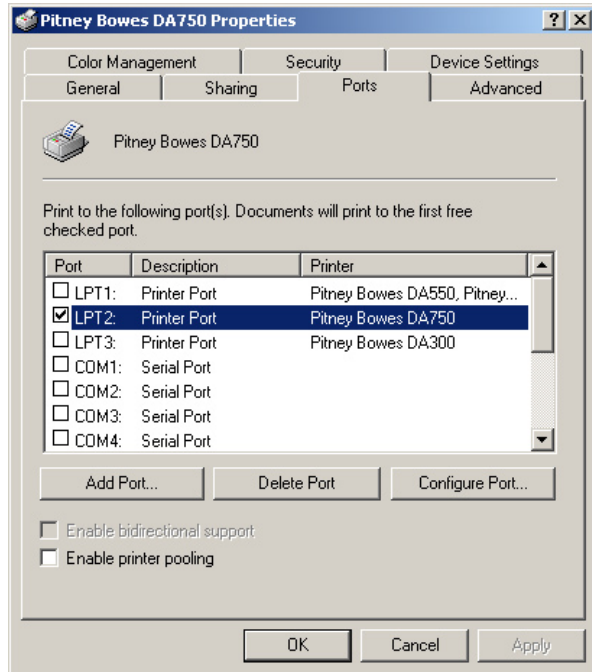
To configure the printer for private use, choose the "Not Shared" option. Only the user logged onto the computer will be able to use this printer.

The window shown here is a standard Windows driver dialog. It was **not** developed nor is it supported by Pitney Bowes.

DO NOT change the settings in this tab; Pitney Bowes does **not** support networking of its Envelope printers.

Using the Printer Properties Window (continued)

To display the **Port** window, left click the **Port** tab in the **Properties** window.



The displayed list shows the available ports, the associated port monitor, and the printers that use the ports.

To add another port to the display list, click "Add Port." Follow the subsequent prompts to identify and name the new port(s).

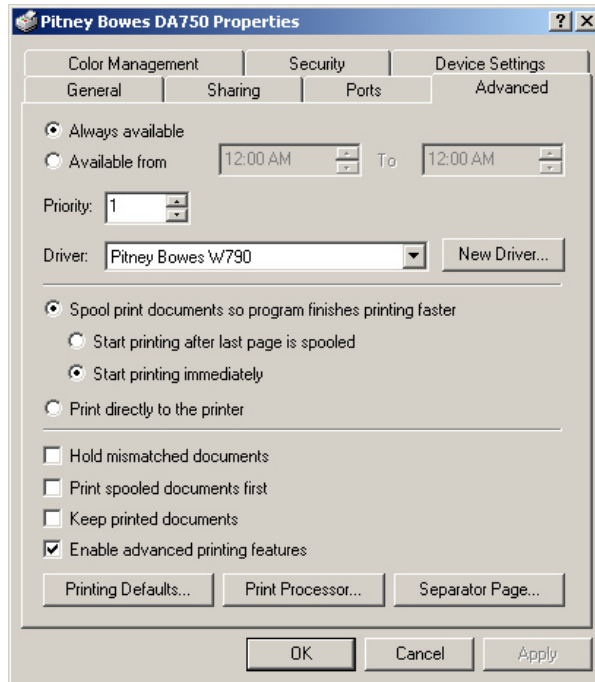
To delete a port, select the desired port and then click "Delete Port."

To set the transmission retry value, click "Configure Port", enter the desired number of seconds, then click "OK."

4 • Using the DA700/DA750 with Your Computer

Using the Printer Properties Window (continued)

To display the **Advanced** window, left click the Advanced tab in the **Properties** window.



To make the printer available 24/7, select the "Always available" option.

To configure the printer for limited availability, select the "Available from" option, then enter the desired time frame.

NOTE: If a document is sent to the printer when it is unavailable, the document will be held (spooled) until the printer is available.

Use the Priority area of this window to rank the status of the document to be printed. Settings range from 1 to 99, with 1 indicating the highest priority.

Using the Printer Properties Window (continued)

The name of the installed driver displays in the "Driver" area. This usually matches the name of the print device, however, for the DA700/DA750, you will see "Pitney Bowes W700/W790" instead.

To install a new driver, click "New Driver" to launch the Add Printer Driver Wizard. Follow the prompts to select and install the desired printer driver.

Spooling and Printing Options

Spooling is the process of storing the document on the hard disk and then sending it to the printer. Right click each option and read the "What's This?" topic for more information.

Choose the spooling options that best suit your needs:

- To have the document printing in the background, select the "Spool print documents so program finishes printing faster" option.
- To ensure that the whole document is ready at the same time for printing, select the "Start printing after last page is spooled" option.
- To start printing as soon as the first page of a document is received by the printer, select the "Start printing immediately" option.

To send the document directly to the printer and by pass spooling, select the "Print directly to the printer" option.

To direct the printer to check that its setup matches the document setup, select the "Hold mismatched documents."

4 • Using the DA700/DA750 with Your Computer

Using the Printer Properties Window (continued)

When the option, "Print spooled documents first", is selected, the printer operates at maximum efficiency by printing documents that have completed spooling regardless of their designated priority.

To direct the printer to keep printed documents in the queue, select the "Keep printed documents" option.

To make the printer's advanced features available, select the "Enable advanced printing features" option.

To change the default document properties:

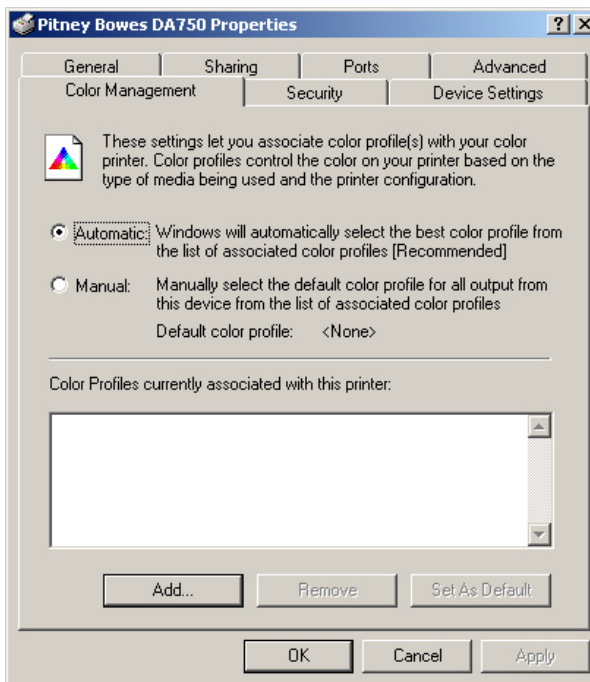
1. Click "Printing Defaults."
2. Select the default options for document orientation and paper source.
3. Click "Advanced" to access other settings such as, print quality and paper size.
4. Click "OK" to return to the Printer Properties window.

To change the default print processor and/or data type:

1. Click "Print Processor...".
2. Select from the options available.
3. Click "OK" to return to the Printer Properties window.

Using the Printer Properties Window (continued)

To display the **Color Management** window, left click the **Color Management** tab in the **Properties** window.



To allow the system to select the best colors from the available profile, choose the "Automatic" option: this is the manufacturer-recommended choice.

If you want to choose the desired colors, select the "Manual" option.

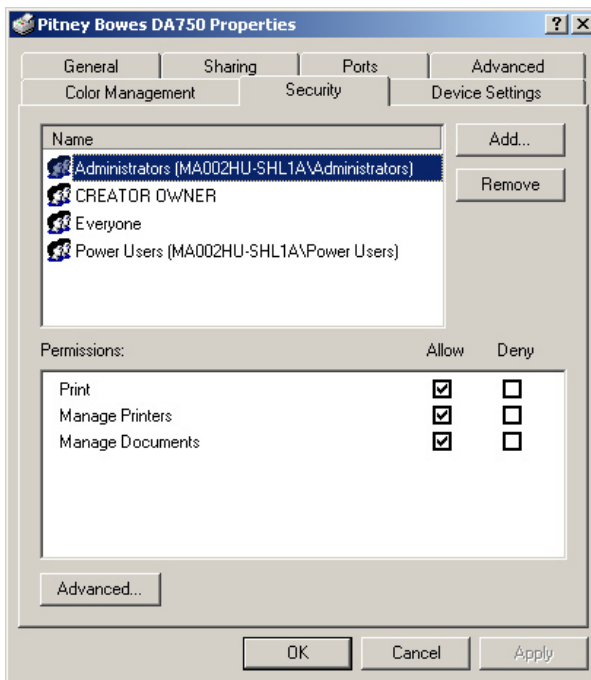
Use the color profile portion of this window to:

- Add or remove color profiles associated with this printer.
- Change the default color profile.

4 • Using the DA700/DA750 with Your Computer

Using the Printer Properties Window (continued)

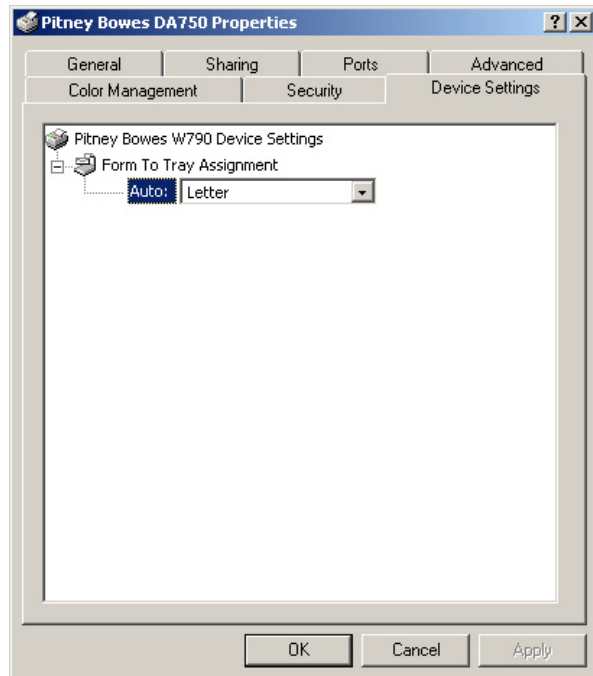
To display the **Security** window, left click the **Security** tab in the **Properties** window.



Pitney Bowes **does not** support Networking. Therefore, adding or removing permissions should not be used.

Using the Printer Properties Window (continued)

To display the **Device Settings** window, left click the **Device Settings** tab in the **Properties** window.



Pitney Bowes recommends that you leave the manufacturer-set default as it is in this window and refer to your envelope printing application to change envelope sizes.

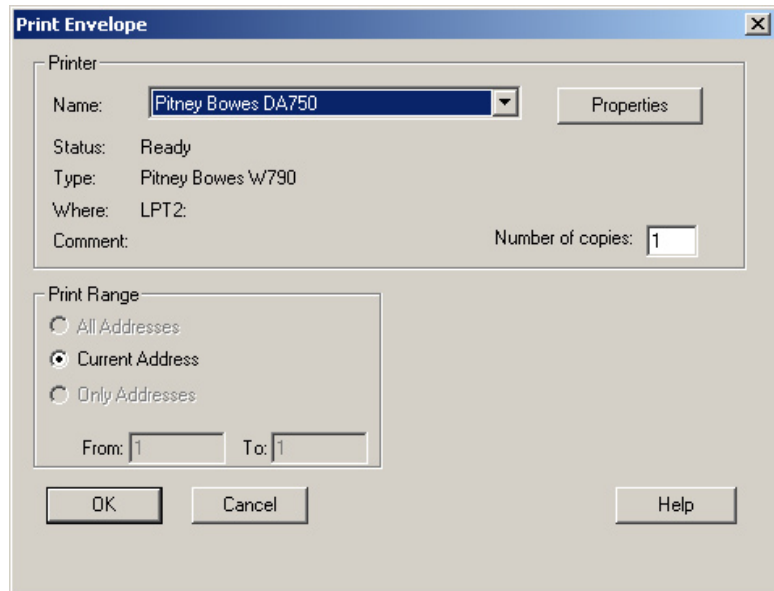
4 • Using the DA700/DA750 with Your Computer

Selecting the DA700/DA750 Printer from a Windows Application

The following steps explain how to select the DA700/DA750 printer from a Windows software application. The steps are similar for most applications. You can also refer to your application's documentation for specific instructions on installing selecting printers.

1. Start the software application that you use when printing envelopes with the DA700/DA750 printer and open the file you want to use.
2. From the File menu, select Print. The Print dialog box appears.
3. Click on the arrow in the Printer Name box. When you click on the arrow, a drop-down list box appears containing the names of the available printers.

The illustration below shows a typical print dialog box with the DA750 selected.



4. Click **OK** to send the job to the printer.

Selecting the DA700/DA750 Printer from a Windows Application (continued)

Once you've made this selection, your print job will automatically go to the DA700/DA750 printer when you select File/Print provided the DA700/DA750 is selected as the default printer). Remember to change the printer selection back to your regular printer for your other printing jobs.

Envelope Designer™ Plus

The Pitney Bowes Envelope Designer™ Plus is an easy-to-use program that helps you create professional-looking envelope layouts quickly. With Envelope Designer Plus you can create and position a mailing address, return address, single-line message, barcode and graphics. Envelope Designer Plus has an extensive online help system and a Wizard that guides you through the entire design process.

Envelope Designer™ Plus virtually eliminates the need for setting up your envelope manually, using either the print driver options or the printer's control panel menu options.

NOTE: Settings created in Envelope Designer™ Plus will override the settings entered in Setup on the control panel of the DA700/DA750.

To access Envelope Designer™ Plus:

1. Click "Start" in the task bar.
2. Select Programs.
3. Select Pitney Bowes Printing, then left click Envelope Designer™ Plus. The program displays a sample envelope for you to customize.

4 • Using the DA700/DA750 with Your Computer

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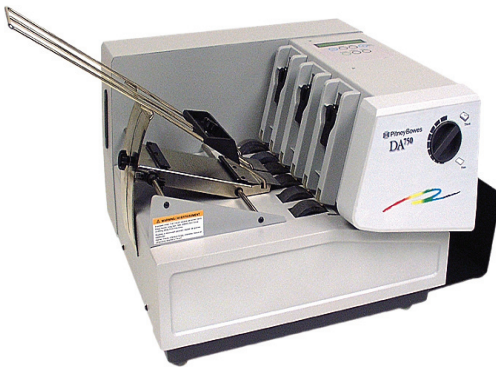
Chapter 5

Printer Maintenance

This chapter describes the maintenance procedures you should perform on a regular basis to keep your printer running trouble-free.

In this chapter:

| | |
|---|-----|
| Preventive Maintenance | 5-2 |
| Cleaning | 5-2 |
| Print Quality Problems..... | 5-2 |
| Exit Rollers | 5-3 |
| Sensor | 5-3 |
| Print Head Shaft | 5-3 |
| Floor Assembly and Top Cover | 5-4 |
| CMYK Printing Alignment (DA750 Only) | 5-5 |



5 • Printer Maintenance

Preventive Maintenance

The Pitney Bowes DA700/DA750 Ink Jet Printer is designed for trouble-free service with a minimal amount of care. You should schedule regular cleaning of the Feed Rollers, Exit Rollers and Lower Guide.

Cleaning



Caution

Clean print head, cartridge, ink surfaces and covers with plain water only. (Water works best!)

Clean all rubber rollers with the Pitney Bowes Multi-Purpose Cleaning Kit Number 902-0.

Use of any other cleaning solvents will void all warranties. Keep petroleum based cleaning solvents away from rubber or plastic parts. Anything but the recommended Pitney Bowes Cleaning Kit solvent could cause premature breakdown of the rubber compound.

Print Quality Problems

The print head performs a self cleaning cycle periodically. If print quality is unacceptable, try the following:

- Adjust the media thickness knob (page 3-18) to see if print quality improves. If the printhead is too high above the envelope, fuzzy printing results. If the knob is adjusted too low, envelopes jam or print smears.
- From the Setup Menu, select 3. Purge Printhead. The purging process clears any clogged ink on the print nozzle. Often this returns the print quality to a normal level. See *Appendix A, Control Panel Menus*, for information on using this feature. •

Print Quality Problems (continued)

- Clean the print head cartridge: dampen a soft cotton cloth with water and wipe the nozzles clean (wipe in the proper directions).
- Install a new ink cartridge (page 2-12).

Exit Rollers

If the right and left exit rollers are misaligned, that is, contact printed surfaces, they can become contaminated with ink. Use water to dampen a soft cloth and remove the ink from the rollers.

Sensor

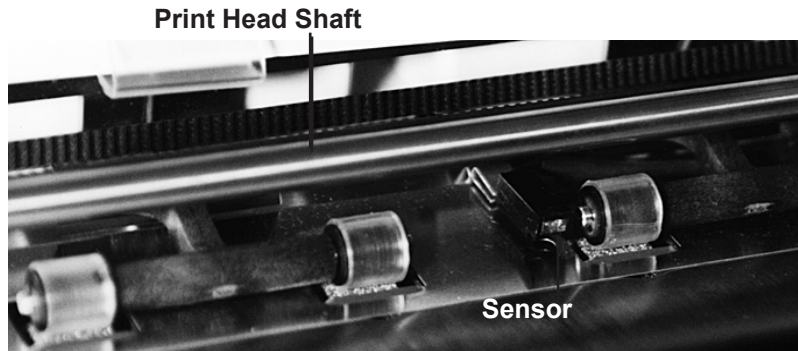
A film and/or dust can build up on the sensors and cause misfeeds of the material. Lift the transport door and use compressed air to blow dust from the sensors. Cans of compressed air are available from many computer supply houses.

Print Head Shaft

Periodically wipe the print head shaft clean with a dry, soft, lint free, cotton cloth. **DO NOT OIL!** Refer to illustration on the next page.

5 • Printer Maintenance

Print Head Shaft (continued)



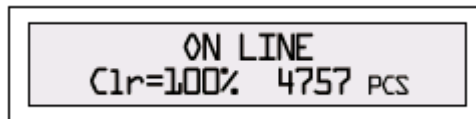
Floor Assembly and Top Cover

Periodically wipe the cover and floor assembly (feed deck) with a soft cotton cloth, dampened with water only.

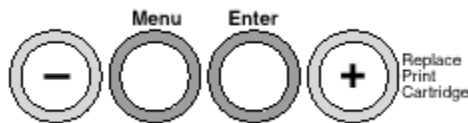
CMYK Printing Alignment (DA750 ONLY)

Your DA750 printer allows black (K) to print with color (CMY) at the same time. This is known as CMYK printing. To ensure proper printing, the black (K) and color cartridges (CMY) must be correctly aligned. Perform the alignment procedure below *whenever* you replace any of your cartridges.

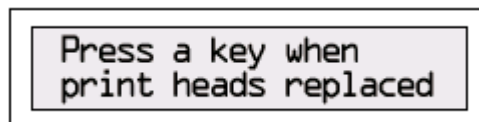
1. Turn ON the DA750. When the startup completes, the following screen displays.



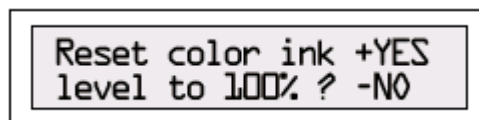
2. Press plus (+) Replace Print Cartridge.



3. Replace the ink print cartridge if you haven't already done so. The following prompt displays. Press any key to continue.



4. When the "Reset color (or black) Ink..." prompt displays, press plus (+) to reset the ink if you've just installed a new cartridge; otherwise press minus (-) if you need only to perform the alignment procedure.



5 • Printer Maintenance

CMYK Printing Alignment (DA750 ONLY)

5. When the "ALIGN INK CARTRIDGES" prompt displays, press (+):

```
ALIGN INK      +YES  
CARTRIDGES ?  -NO
```

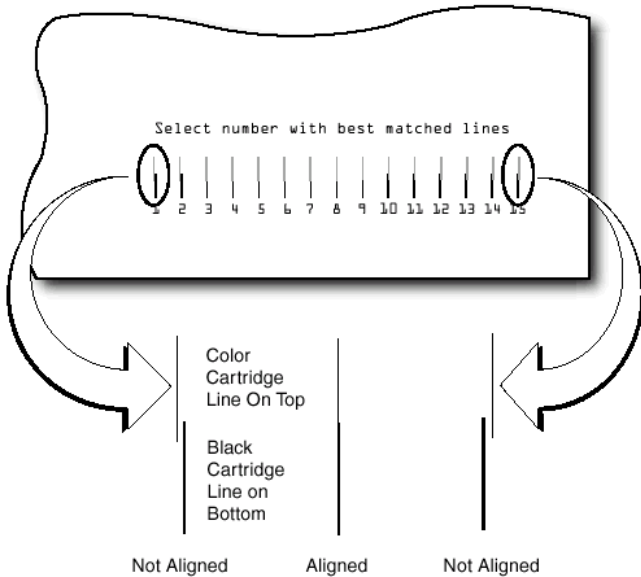
6. When the prompt for horizontal color alignment displays, insert an envelope into the printer and press ENTER.

```
--COLOR ALIGNMENT--  
1.Horiz Alignment
```

7. The following prompt displays and the sample shown on the next page prints on the envelope.

```
Horiz adjust  +MORE  
09           -LESS
```

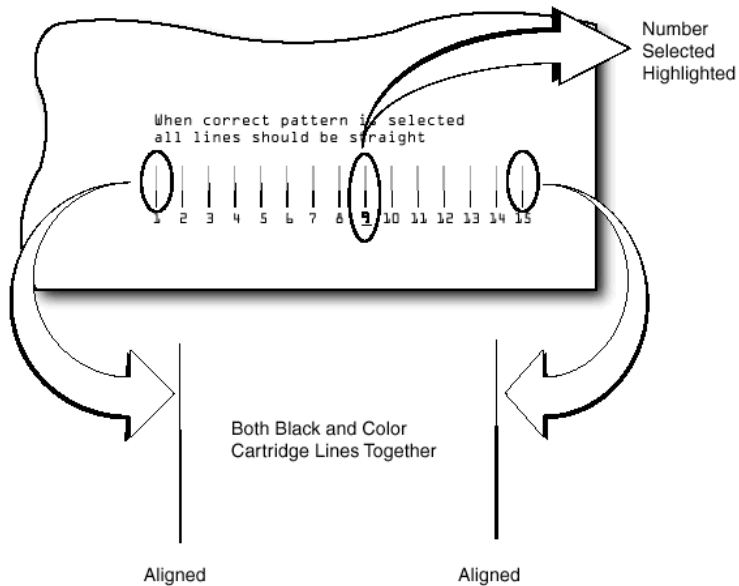

**CMYK Printing
Alignment
(DA750 ONLY)**



8. Press the (+) or (-) buttons to scroll through the selections (1-15) and choose the number that represents the best horizontal alignment of the upper and lower lines (for the color and black cartridges, respectively).
9. Insert an envelope into the printer and press ENTER. The horizontal adjustment prompt displays and the sample shown on the next page prints on the envelope.

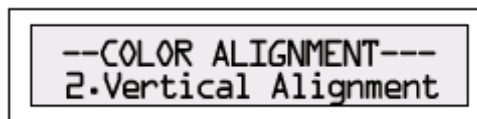
5 • Printer Maintenance

CMYK Printing Alignment (DA750 ONLY)



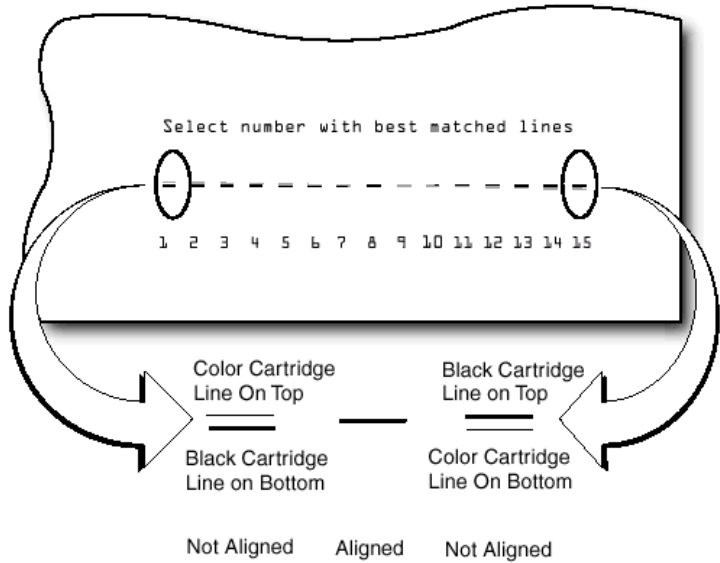
NOTE: The number you selected is highlighted (underlined) and all lines on the envelope should now be aligned.

10. Press MENU to return to the alignment choice window
11. Press (+) or (-) to move to the vertical alignment screens.



12. Insert an envelope into the printer and press ENTER.
The vertical adjustment prompt displays and the sample shown on the next page prints on the envelope.

**CMYK Printing
Alignment
(DA750 ONLY)**

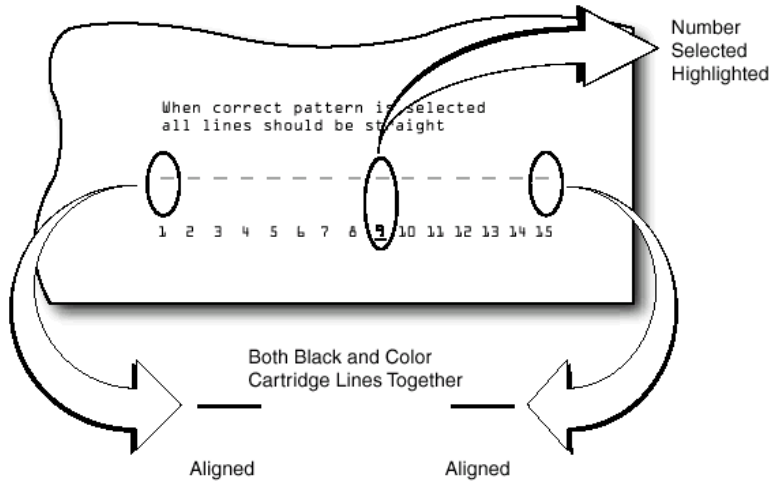


13. Press (+) or (-) to scroll through the selections (1-15) and choose the number that represents the best vertical alignment of the upper and lower lines (for the color and black cartridges, respectively).
14. Insert an envelope into the printer and press ENTER. The vertical adjustment prompt displays and the sample shown on the next page prints on the envelope.

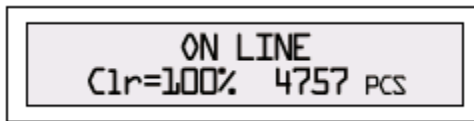
NOTE: The number you selected will be highlighted and all lines on the envelope should now be aligned.

5 • Printer Maintenance

CMYK Printing Alignment (DA750 ONLY)



15. Press MENU twice to return to the normal ON LINE screen.



Chapter 6

Troubleshooting

This chapter lists common printer problems and offers suggestions on how to fix them.



| | |
|------------------------------|-----|
| In this chapter: | |
| Problems and Solutions | 6-2 |
| Feed Problems | 6-2 |
| Print Quality Problems..... | 6-3 |
| Interface Problems | 6-5 |
| Motor Problems | 6-5 |
| Barcode | 6-6 |
| Other Problems | 6-7 |

6 • Troubleshooting

Problems and Solutions

Before calling our Technical Operations Center or your Pitney Bowes Customer Service Representative, look for your problem below. If you can solve the problem yourself, you will be able to resume printing sooner. Also review the FAQs on our web site.

Feed Problems

Problem Intermittent Feed

Reason: Feed Ramp not used.

Solution: The feed ramp adds a gentle slope to the stack and helps feeding. If you're using the prop, check the H-Block gap for proper separation. Also make sure the wire frame is centered under the material. See Chapter 3.

Reason: Dirty feed rollers.

Solution: Clean the feed roller with the Pitney Bowes Multipurpose Cleaning Kit (Number 902-0). DO NOT use any other solvents or detergents. They could damage the feed rollers.

Reason: Paper dust present (yellow or white residue), blocking feed sensor.

Solution: Clean sensor with compressed air (see page 5-3).

Reason: Too much material in feeder (too heavy). Weight of stack must be 20 lbs. or less.

Solution: Remove some material from stack.

Print Quality Problems

Problem Multifeed (Feeds Doubles) or Skewing

Reason: Separators (H-blocks) not set correctly. Also feed fence set incorrectly.

Solution: Adjust H-blocks to thickness of material. See page 3-10. Check feed fence position. See page 3-16.

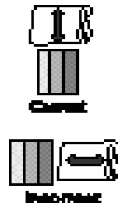
Reason: Envelope thickness knob set too thick.

Solution: Reduce setting.

Problem No Print

Reason: Ink cartridge problem.

Solution: Purge ink cartridge (see page A-24). Clean cartridge jets with soft cotton cloth and water (in line with color as shown).



Change to a new cartridge.

Problem Gray or Light Print - Black Ink Off Color or Low Intensity - Color Ink (DA750 only)

Reason: Ink supply is low, or media thickness knob is set too high.

Solution: Check adjustment of the media thickness knob (page 3-18). If this fails to correct the problem, replace ink cartridge (pages 2-12, 2-13).

6 • Troubleshooting

Print Quality Problems (continued)

Problem Address Printing is not Sharp

Reason: Incorrect media thickness knob setting. Also, unsuitable material.

Solution: Check whether envelope thickness knob is adjusted too high (page 3-18).
Print quality is less sharp when using Tyvek, recycled or glossy media.

Problem Address Smudging

Reason: Incorrect media thickness knob setting. Also, ink may not dry on very high gloss material.

Solution: Check whether media thickness knob is adjusted too low (page 3-18).
Try using less glossy material.
Check exit rollers.

Problem Unwanted Bolding

Reason: Escape sequence turning on bold or bold selection in printer's menu options is set to bold.

Solution: Turn off bolding in software and/or turn bold selection in printer menu OFF. See Appendix A for instructions. If problem still exists, call Pitney Bowes for service.

Print Quality Problems (continued)

| | |
|----------------|---|
| Problem | Addresses “Walking” |
| Reason: | Incorrect Address Setup. |
| Solution: | Count carriage returns and line feeds and adjust Lines Per Address to the same number. |
| Reason: | Address Termination should be Form Feed. |
| Solution: | Set Address Setup for 8 lines. Check Line Termination: Typical, CR=CR; LF=LF. Other choices, (CR=CR+LF;LF=LF), (CR=CR;LF=CR+LF), (CR=CR+LF;LF=CR+LF) |

Interface Problems

| | |
|----------------|---|
| Problem | No Communications; Printer Does Not Respond |
| Reason: | Incorrect print driver, bad parallel or serial cable, bad printer controller board. |
| Solution: | Use DA700/DA750 print driver; replace parallel or serial cable. Make sure cable connections are tight. If the problem still persists, call Pitney Bowes for service. Clear memory (see page A-17). Cycle power. |

Motor Problems

| | |
|----------------|--|
| Problem | Motor Turning but No Feed Roller Movement |
| Reason: | Mechanical problem. |
| Solution: | Call Pitney Bowes for Service. |

6 • Troubleshooting

Barcode Problems

Problem Barcode (Lower Right) is not Printing

- Reason: Barcode not enabled
Solution: Turn barcode ON using Envelope Designer™ Plus, or the DA700/DA750 print driver or the printer's control panel menus.
- Reason: Missing ZIP Code.
Solution: Insert ZIP Code.
- Reason: Invalid ZIP Code format.
Solution: Check ZIP Code for invalid character.
Example: Zero (0) can only be the number, not the letter (O). Verify that there is a dash inserted between the 5 + 4 ZIP Code Per DMM specifications.
- Reason: Address too low.
Solution: Verify the bottom of the last line of the address field is not less than 5/8" from bottom edge of the media.
-

Barcode Problems (continued)

Problem Address Too High

Reason: Address field is within 1/10" of the top edge of the media, or material may be jamming.

Solution: Move address field down to DMM specifications, or correct the jamming.

Other Problems

Problem Barcode Fails MERLIN Standards at USPS

Reason: Mail does not meet barcode, address placement, or other acceptance tests of MERLIN (Mail Evaluation Readability Look-up Instrument) at USPS.

Solution: For more info on MERLIN, go to PB.com. Select Support, click on Search the Support Knowledge base, then search the database for MERLIN.

Problem Paper Out or Paper Jam

Reason: Input area is empty.

Solution: Refill the input area.

Reason: H-Block separators not adjusted correctly.

Solution: Adjust the H-Blocks to the thickness of the material you're running. See page 3-7.

Reason: Paper jam obstructing paper path.

Solution: Clear obstructed path.

Reason: Dirty paper feed sensor.

Solution: Clean sensor with compressed air. See page 5-3.

6 • Troubleshooting

Other Problems (continued)

Problem Shuttle Jam

Reason: Envelope thickness knob is set too low for material.

Solution: Open the print area door assembly of the printer, and adjust the media thickness knob. See page 3-18.

Reason: Lower rail shaft dirty.

Solution: Wipe lower rail shaft clean. DO NOT OIL!

Problem Memory Card Error

Reason: The card was removed while the printer was reading it.

Solution: Do not remove the card while the printer is in use. If the card has been removed, turn the printer off, re-insert the card, and then turn the printer on again.

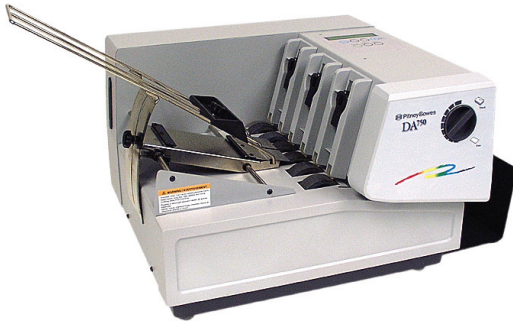
Problem Out of Memory

Reason: The printer can run out of memory when downloading fonts or graphics.

Solution: This generally means you're trying to use a graphic (artwork) that's too big or you have too many fonts or too large a font size. If the out-of-memory message appears, try reducing the size of your art and limiting the number and size of your fonts. Then shut the printer OFF, then ON and retry.

Appendix A

Using the Control Panel Menus



The printer menus are used to control how your printed material looks. This appendix describes each menu and its options.

In this appendix:

| | |
|-------------------------------|------|
| Using the Control Panel | A-2 |
| Using the Menu | A-3 |
| Using the Main menu | A-5 |
| Using the Setup Menu | A-21 |

Appendix A • Control Panel Menus

Using the Control Panel

Use the buttons on the control panel to get to the printer menus, define the print options, run a print job, position the print carriage and turn the printer ON LINE and OFF LINE.

If you've installed the DA700/DA750 printer driver on your computer, you'll normally perform these actions from within the application you're using to set up your envelope layout. These settings will override the control panel settings.



The buttons on the control panel perform the following functions:

This Button... Does This...

| | |
|-----------------------|--|
| ON LINE | Toggles (switches) between ON LINE (communicates with host) and OFFLINE (no communications with host). |
| Eject Envelope | When printer is OFFLINE, press to eject the last printed piece from the printer. |
| Menu | Displays the options on the Main Menu and the Setup Menu. The printer must be OFFLINE to access the menus. |

Using the Control Panel (continued)

The buttons on the control panel perform the following functions:

| This Button... | Does This... |
|----------------|--------------|
|----------------|--------------|

| | |
|----------------|--|
| ON LINE | Toggles (switches) between ON LINE (communicates with host) and OFFLINE (no communications with host). |
|----------------|--|

| | |
|--------------|--|
| Eject | |
|--------------|--|

| | |
|-----------------|--|
| Envelope | When printer is OFFLINE, press to eject the last printed piece from the printer. |
|-----------------|--|

Using the Menus

The DA700/DA750 has two menus, both display on the operator panel:

- The Main Menu controls how your printed material looks.
- The Setup Menu is used to configure your printer so it will function correctly with your computer.

NOTE: The printer must be OFF LINE in order to access the menu options.

Appendix A • Control Panel Menus

Using the Menus (continued)

To select an option:

1. Press the ON LINE button until the LCD message displays OFF LINE.
2. To access the Main Menu, press the Menu button.
3. To access the Setup Menu, press and hold the Menu button for four (4) seconds.
4. Press the plus (+) or minus (–) buttons to move through the list of menu options.
5. When the appropriate menu option appears, press the Enter button to display the choices associated with that option.
6. Press + or – to scroll through the choices. When an option has an asterisk (*) in front of it, it means that option is presently selected.

Upon receipt of the printer from the factory, the asterisk is typically the default setting.

When you press the Enter button to define a new option, an asterisk will appear before the selected option.

7. Press the Menu button several times to back out of the Menu until the printer displays OFF LINE. Then press the ON LINE button to print.

Using the Main Menu

The Main Menu options are:

1. Address Layout
2. Print Quality
3. Font
4. Barcode
5. Address Recovery
6. Clear Counter
7. Job Settings

NOTE: The settings you define in a software application such as SmartMailer™ override any settings you choose in the printer menus.

Appendix A • Control Panel Menus

Using the Main Menu (continued)

| Main Menu | Menu Options |
|---------------------|--|
| 1. ADDRESS LAYOUT | A. DISTANCE TO RIGHT B. DISTANCE TO BOTTOM C. LINE SPACING D. ORIENTATION E. ORIENTATION CONTROL |
| 2. PRINT QUALITY | DRAFT EXECUTIVE LETTER |
| 3. FONT | A. NAME B. SIZE C. WIDTH D. BOLD E. ITALIC F. OUTLINE |
| 4. BARCODE | A. LOCATION B. 5 DIGIT ON/OFF C. 9 DIGIT ON/OFF |
| 5. ADDRESS RECOVERY | A. GET ADDRESS B. CLEAR MEMORY |
| 6. CLEAR COUNTER | CLEAR ADDRESS (YES/NO) PIECE COUNTERS |
| 7. JOB SETTINGS | A. LOAD B. SAVE |

NOTE: To print a list of the Main Menu and Setup Menu settings, press the test button when ROM REV is displayed - in the setup Menu.

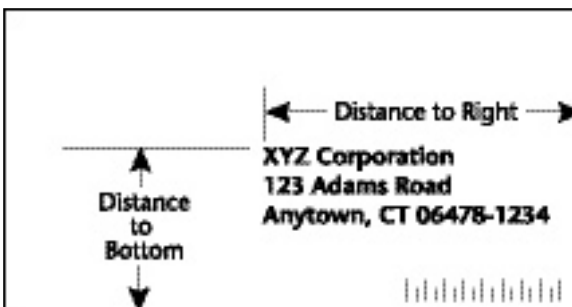
1. Address Layout

Use the Address Layout option to set up the way an address appears on the printed material. The printable width is limited to 9.4" from the right side of the mail piece. The printable height is 15" measured from the bottom edge of the mail piece.

A. Distance to Right (Left Margin)

This option sets the start of the address (the left side of the address) as measured from the right side of the envelope. For # 10 envelopes this should be about 5.5".

Press the + or – buttons to increase or decrease the Distance to Right, (+ MORE or – LESS) defined in inches or millimeters. The left margin is the distance measured from the right edge of the material to the first printable character. Press the Enter button to select the desired measurement.



Appendix A • Control Panel Menus

1. Address Layout (continued)

B. Distance to Bottom (Bottom Margin)

Use this option to set the distance from the top address line to the bottom of the envelope. For #10 envelopes this should be about two inches.

Press the + or – buttons to increase or decrease the Distance to Bottom, (+ MORE or – LESS) defined in inches or millimeters. The bottom margin is the distance between the bottom edge of the material and base of first line of the address.

Minimum distance between the last line of the address and the bottom edge of the material is 5/8". If less than 5/8", the lower right barcode will not be printed.

Press the Enter button to enable the desired measurement.

1. Address Layout (continued)

C. Line Spacing

Press the + or – buttons to increase or decrease the Line Spacing (i.e., 3, 4, 6, 8 lines/inch or Automatic), defined in lines per inch. Automatic line pitch selection is based on industry-standard definitions for line spacing for each print pitch and style selected. The printer will automatically select the correct setting for the font and size of the characters being printed.

D. Orientation

The choices are Normal and Inverted. Select Normal for most applications. This tells the printer that the bottom edge of the material feeds first, with the right side running against the right side of the printer.

The Inverted option tells the printer that the top edge of the material feeds first. Select this option if, for example, you need to feed envelopes flap first.

E. Orientation Control

The choices are Automatic and Manual. When Orientation Control is set to Automatic, the printer acknowledges the orientation commands sent from the computer. Setting Orientation to Manual notifies the printer to use the menu settings for orientation.

Appendix A • Control Panel Menus

1. Address Layout (continued)

To use the Address Layout option:

1. Press the ON LINE button until the display reads OFF LINE.
2. Press the Menu button to display the Main Menu.
3. Press the + or - buttons to scroll through the Main Menu options until the address layout option appears on the LCD panel.
4. Press the Enter button to select this option.
5. Press the + or – buttons to scroll through the address layout options.
6. Press the Enter button to select the desired option (A, B, C, D or E).
7. Press the + or - buttons to scroll through the choices associated with each option.
8. When you've finished making selections, press the menu button several times to back out of the menu until the printer displays OFF LINE. Then press the ON LINE button to enable the printer.

2. Print Quality

Use the print quality option to select the resolution of the printed addresses—Executive, Letter or Draft.

A. Executive Quality

Black - 600 x 600 DPI

Color - 300 x 300 DPI (DA750 only)

This is the darkest of the three print qualities. It prints at the slowest speed, uses the most ink and delivers the best quality printout. Executive quality prints envelopes that require a professional appearance.

B. Letter Quality

Black - 300 x 600 DPI

Color - 300 x 200 DPI (DA750 only)

Letter quality is used for envelopes that require a finished, polished appearance.

C. Draft Quality (150 DPI)

Black - 200 x 600 DPI

Color - 300 x 150 DPI (DA750 only)

This is the lightest of the three and prints at the fastest speed. Draft quality prints envelopes at the highest speed and saves ink.

Appendix A • Control Panel Menus

2. Print Quality (continued)

To use the Print Quality option:

1. Press the ON LINE button until the display reads OFF LINE.
2. Press the Menu button to display the Main Menu.
3. Press the + or – buttons to scroll through the Main Menu options until the Print Quality option is displayed on the LCD panel.
4. Press the Enter button to select the option you want.
5. Press the + or – buttons to scroll through the Print Quality options, until the desired option (Executive, Letter or Draft) is displayed on the LCD panel.
6. Press the Enter button to select the desired option.
7. After you've made your selection, press the Menu button several times to back out of the Menu until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

3. Font Selection

The DA700/DA750 has thirteen available fonts (typefaces, plus barcode): Courier, Sans Serif, Roman, Baxter, Hancock, Marina, Quincy, Silicon, Springer, Stencil, Windmill, Alpine, OCR A and Code 39. All fonts are scalable from 4 to 30 point size, and can be printed in regular, bold, italic, and outline style.

The DA700/DA750 also supports downloaded fonts. This means that if you are using Windows, all the fonts installed in Windows are available. This also applies to any DOS™ applications that can download fonts. The options on this menu are Name, Size, Width, Bold, Italic and Outline.

A. Name

The printer has thirteen internal fonts as described above, and one barcode font.

B. Size

The font size (internal or external) can be set from 4 to 30 point.

C. Width

The font width is Normal (100%), thin (75%), condensed (50%), wide (125%) or expanded (150%).

D. Bold

This is the darkest imprint because character stroke weight (thickness of print) is increased. Use Bold to emphasize or highlight text in an address.

3. Font Selection (continued)

E. Italic

Italic characters have decreased stroke weight, print at an oblique angle and print somewhat lighter than standard or bold typefaces. Use italic to provide emphasis and add flair to address text that requires a finished, polished appearance.

F. Outline

Use this option to print only the outline or the edge of the font's shape. All records printed using Outline will appear as hollow text.

To select the font options:

1. Press the + or – buttons to scroll through the Main Menu options until the Font option appears on the LCD panel.
2. Press the + or – buttons to scroll through the Font options until the desired option appears on the LCD panel.
3. Press the Enter button to select the desired option (A, B, C, D, E or F).
4. After you've made your selections, press the Menu button several times to back out of the Menu until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

4. Barcode

Use this option to include a USPS-certified barcode on your mailpieces. The DA700/DA750 can print a 5- or 11-digit barcode. If you select Off, it means that if the computer sends a 5-digit ZIP Code, it won't print a barcode; only the 9-digit ZIP Codes and Delivery Points will print.

The options on the barcode menu are Location and 5-Digit On/Off.

A. Location

Press the Enter and + buttons to select the Location where you want the barcode to print. (Lower Right Corner, Above Address, Below Address or turn Barcode Off).

B. 5-Digit On / Off

If a 5-digit barcode is required, selecting the 5-digit barcode option (5-Digit ON) lets you print either 5-digit or 11-digit barcodes as requested by the computer.

1. Press the + or – buttons to scroll through the Main Menu options until the Barcode option appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press the + or – buttons to scroll through the Barcode options, until the desired option (A. Location and B. 5-Digit On/Off) is displayed on the LCD panel.
4. Press the Enter button to select an option.
Use this option to define where the U.S. POSTNET™ Barcode will print.

Appendix A • Control Panel Menus

4. Barcode (continued)

5. Press the Enter button at the 5-digit barcode prompt and use + or – to turn the option ON or OFF.
6. When you finish making your selections, press the Menu button several times to back out of the menu until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

C. 9-Digit On / Off

If a 9-digit barcode is required, selecting the 9-digit barcode option (9-Digit ON) lets you print **ONLY a 9-digit barcode**.
NO 11 DIGIT BARCODE WILL PRINT.

1. Press the + or – buttons to scroll through the Main Menu options until the BARCODE option displays on the LCD panel.
2. Press the Enter button to select this option.
3. Press the + or – buttons to scroll through the Barcode options, until the desired option (A. Location and B. 5-Digit On/Off) displays on the LCD panel.
4. Press the Enter button to select an option.
Use this option to define where the U.S. POSTNET™ Barcode will print.
5. Press the Enter button at the 5-digit barcode prompt and use + or – to turn the option ON or OFF.
6. After making your selections, press the Menu button several times to back out of the menu until the printer displays OFF LINE . Then, press the ON LINE button to enable the printer.

5. Address Recovery

Use this option to direct the printer's memory to go back a certain number of addresses when an error occurs in order to reprint the address. The options on this menu are:

- A. Get Addresses
- B. Clear Memory.

A. Get Addresses

Select Get Addresses after a jam is cleared and you want to restart printing at the point where the printer left off just before the jam occurred. To retrieve any address in the data buffer, press the Enter button. The first 16 characters of the first line of the last address printed will be displayed on the LCD. Press the + or – buttons to scroll through the addresses. When the desired address appears, press the Enter button to print that address plus the remaining addresses in the buffer.

NOTE: If you are using the Windows NT operating system, only cryptic characters will appear.

B. Clear Memory

Clear Memory should be selected before you start a new batch printing. This is required since the memory will contain up to twenty addresses from the previous batch.

To use this menu option:

1. Press the + or – buttons to scroll through the Main Menu options until the Address Recovery option appears on the LCD panel.

Appendix A • Control Panel Menus

5. Address Recovery (continued)

2. Press the + or – buttons to scroll through the Address Recovery options until the desired option (A. Get Address or B. Clear Memory) is displayed on the LCD panel.
3. Press the Enter button to select the desired option.
4. After you've made your selection, press the Menu button several times to back out of the Menu, until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

6. Clear Counter

Use this option to clear the piece (batch) counter.

1. Press the + or – buttons to scroll through the Main Menu options until the Clear Piece Counter option appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press the + or – button to select Clear Piece Counter, (+ YES or – NO).
4. After you've made your selection, press the Menu button several times to back out of the Menu, until the printer displays OFFLINE. Then, press the ON LINE button to enable the printer.

7. Job Settings

The DA700/DA750 Printer can hold eight job presets in memory. This eliminates the need for changes to the printer setup when you change print jobs. The options on this menu are:

- A. LOAD
- B. SAVE.

A. Load

Select this option to retrieve a previous job setup. Press **+** (for more) or **-** (for less) to increase or decrease the desired job number. Press the Enter button to select the desired option.

B. Save

Use this option to save the current envelope setup (address position, barcode position, number of lines per inch, and so on). The printer saves the setup as a job number (1 through 8). Keep a record of these setups and the number you assigned. Press **+** (MORE) or **-** (LESS) to increase or decrease the desired job number. Press the Enter button to select the desired option.

Appendix A • Control Panel Menus

7. Job Settings (continued)

To use this option to direct the printer to Load or Save the Job Setting as a certain number:

1. Press the + or – buttons to scroll through the Main Menu options until the Job Settings option appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press the + or – buttons to select A. Load or B. Save.
4. Press the Enter button to select the desired option.
5. After you've made your selection, press the Menu button several times to back out of the menu, until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

NOTE: If your printer is attached to a computer, use this menu to configure your printer so it is compatible with your computer's setup.

Using the Setup Menu

To access the Setup Menu, the printer must be OFF LINE. (The LCD display toggles between ON LINE and OFF LINE).

If the printer is ON LINE, press the ON LINE button once so the LCD displays OFF LINE. Then, press and hold the Menu button for four seconds to display the Setup Menu.

The Setup Menu options are:

1. Heavy Media Mode
2. Test Print Head
3. Purge Print Head
4. Lines Per Address
5. Communications
6. Hex Dump Mode
7. Languages
8. Envelope Feed Delay
9. Envelope Auto Eject
10. ROM Revision # and Maintenance Count

Appendix A • Control Panel Menus

Using the Setup Menu (continued)

Setup Menu

Menu Options

| | |
|--|--|
| 1. HEAVY MEDIA MODE | |
| 2. TEST PRINT HEAD | |
| 3. PURGE PRINT HEAD | |
| 4. LINES PER ADDRESS | |
| 5. COMMUNICATIONS | A. BAUD RATE B. PARITY C. WORD LENGTH D. LINE TERMINATION |
| 6. HEX DUMP MODE | |
| 7. LANGUAGE | A. SYMBOL SET B. INCH/MILLIMETER C. MENU LANGUAGE |
| 8. ENVELOPE FEED DELAY | |
| 9. ENVELOPE AUTO EJECT | |
| 10. ROM REVISION # AND MAINTENANCE COUNT | |

NOTE: To print a list of the main Menu and Setup Menu settings, press the test button when ROM REV is displayed.

1. Heavy Media Mode

The only time you need to turn this mode on is when you are using long, heavy envelopes. This option increases motor torque and slows down the feed rate. This option is normally OFF.

To use this option:

1. Press the + or – buttons to scroll through the Setup Menu options until the Heavy Media Mode option appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press the + or – buttons to select A. ON or B. OFF.
4. Press the Enter button to select the desired option.
5. After you have made your selection, press the Menu button several times to back out of the Menu, until the printer displays OFFLINE. Then, press the ON LINE button to enable the printer.

2. Test Print Head

Before you select this option, make sure that the material is loaded in the printer input area so you can print a test pattern.

To use this option:

1. Press the + or – buttons to scroll through the Setup Menu options until the Test Print Head option appears on the LCD panel.
2. Press the Enter button to select this option. The LCD will display “Print test pattern?”

Appendix A • Control Panel Menus

2. Test Print Head (continued)

3. Press + for Yes to print the test pattern, or press – for No to cancel. If you press +, “Please wait...Test pattern is printing” displays. The printer prints a diagonal line across the material. If a gap is present within the diagonal line, the nozzle may be blocked and need to be cleaned.
4. Press the Menu button to back out of the menu until the printer displays OFF LINE. Then press the ON LINE button to enable the printer.

3. Purge Print Head

The purging process clears any clogged ink on the print nozzle. Often this will return the print quality to a normal level. To select this option:

1. Press the + or – buttons to scroll through the Setup Menu options until the Purge Test Head option appears on the LCD panel.
2. Press the Enter button to select this option.
3. To select Purge Print Head cycle, press Enter when the “Purge Print Head?” message displays.

This option can be enabled by pressing the + button (YES) or disabled by pressing the – button (NO). If enabled, the printer will display “Please wait...Ink Jets being purged”.

4. Press the Menu button to back out of the menu until the printer displays OFF LINE. Then press the ON LINE button to enable the printer.

4. Lines Per Address

Use this option to set the number of lines in the address field.

1. Press the + or – buttons to scroll through the Setup Menu options until the Lines Per Address option 1. appears on the LCD panel.
2. Press the Enter button to select this option.
3. The LCD displays “LINES/ADDRESS + (MORE) or – (LESS)”.

The range can be from 1 to 66 lines. The range can be adjusted by pressing the + button (MORE) or – button (LESS). The printer can print an address which is typically between 3 and 8 lines.

4. Press the Menu button to back out of the menu until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

Appendix A • Control Panel Menus

- 5.Communications** Transmitting data from the computer to the DA700/DA750 is by way of the parallel interface or the serial interface. The printer automatically senses the interface through which data is being sent. When the computer uses the DA700/DA750's parallel interface no communication settings are required. When the serial interface is used the DA700/DA750 Communications menu settings must be configured to match the computer settings. Configure the computer to use either the XON/XOFF or DTR handshaking settings to communicate with the DA700/DA750. These sub menus are used to change the DA700/DA750 serial communications:
- A. Baud Rate
 - B. Parity
 - C. Word Length and
 - D. Line Termination.

NOTE: For DOS systems only: Enter the MODE command each time the computer is turned on, or it can be put into the autoexec.bat file.

For Parallel: Type **MODE LPT1:,,P** and press Enter. "Infinite Retry On Parallel Printer Time-Out" will appear on your computer's screen.

For Serial (at 9600 Baud, no parity, 8 bits, 1 stop bit and continuous retry on all time outs): Type **MODE COM1:9600,N,8,1,P** and press Enter.

5. Communications (continued)

A. Baud Rate

The Baud Rate choices are (1200), (2400), (4800), (9600) and (19200).

B. Parity

Parity is used to determine the integrity of data that is sent. The choices are (ODD), (EVEN) and (NONE).

C. Word Length

The choices are (7 DATA BITS) and (8 DATA BITS).

D. Line Termination

Typical software line termination is CR=CR;LF=LF. If your software is not typical, the line termination can be modified. The menu choices are (CR=CR;LF=LF), (CR=CR+LF;LF=LF), (CR=CR;LF=CR+LF), and (CR=CR+LF;LF=CR+LF).

To use the Communications option:

1. Press the ON LINE button until the display reads OFFLINE.
2. Press the Menu button for four seconds to display the Setup Menu.
3. Press the + or – buttons to scroll through the Setup Menu options until the Communications option appears on the LCD panel.
4. Press the Enter button to select the options you want. Continue to press menu, the + and - buttons and enter to scroll to and select the ions' next levels.

6. Hex Dump Mode

The information provided here is for those customers who are technically inclined.

The Hex Dump Mode option causes the printer to print all commands and data it receives from the computer in a hexadecimal format. Use this feature to check the integrity of your data. When you enable this option, instead of addresses printing, a Hex dump of the data stream prints on the material.

To use this option, the printer must be attached to a computer.

1. Press the + or – buttons to scroll through the Setup Menu options until 6. Hex Dump Mode appears.
2. Press the Enter button to select this option which configures the printer to print raw ASCII data. This is very useful when troubleshooting computer (software) installation problems. See the Hex chart on the next page.

6. Hex Dump Mode (continued)

| | | MSB | | | | | | | |
|-----|-----|-----|-----|-----|----|----|----|----|-----|
| | | 0 | 16 | 32 | 48 | 64 | 80 | 96 | 112 |
| DEC | HEX | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | 0 | 0 | NUL | DLE | SP | 0 | @ | P | ` |
| 1 | 1 | SOH | DC1 | ! | 1 | A | Q | a | q |
| 2 | 2 | STX | DC2 | " | 2 | B | R | b | r |
| 3 | 3 | ETX | DC3 | # | 3 | C | S | c | s |
| 4 | 4 | EOT | DC4 | \$ | 4 | D | T | d | t |
| 5 | 5 | ENQ | NAK | % | 5 | E | U | e | u |
| 6 | 6 | ACK | SYN | & | 6 | F | V | f | v |
| 7 | 7 | BEL | ETB | ' | 7 | G | W | g | w |
| 8 | 8 | BS | CAN | (| 8 | H | X | h | x |
| 9 | 9 | NT | EM |) | 9 | I | Y | i | y |
| 10 | A | LF | SUB | * | : | J | Z | j | z |
| 11 | B | VT | ESC | + | ; | K | [| k | { |
| 12 | C | FF | FS | , | < | L | \ | l | |
| 13 | D | CR | GS | - | = | M |] | m | } |
| 14 | E | SO | RS | • | > | N | ^ | n | - |
| 15 | F | SI | US | / | ? | O | _ | o | DEL |

Hex Chart

Appendix A • Control Panel Menus

6. Hex Dump Mode (continued)

EXAMPLE:

The capital letter **A** is a **Hex 41**. Find the letter **A** on the above chart, and look towards the top of the chart (MSB) and locate the Hex number **4**. Then look to the left side of the chart (LSB) and locate the HEX number **1**. Therefore the Hex number is MSB=4 and LSB 1= 41.

This chart can be easily understood by memorizing five Hex codes: Capital A is 41 Hex, numbers are 30's (0 is 30 Hex, 1 is 31 Hex etc.), Carriage Return (CR) is 0D, Line Feed (LF) is 0A and Form Feed is 0C.

When Hex Mode is disabled, a typical address will be printed on a single envelope. When Hex Mode is enabled, the same address will be printed on several envelopes (3 to 5) because Hex codes are two digits each separated by brackets. Since a capital letter A is a Hex [41], there are 4 elements printed for each character of the address.

When reviewing addresses printed in Hex mode, start from the end of the address (ZIP Code 30's number) and count backward toward the beginning of the address. Count the number of CRs [0D] and LFs [0A]. Verify that the printer's address setup has the same number of CRs and LFs as the address printed. If there is a variation in the number of CRs or LFs between addresses, then the address **MUST** be terminated with a (form feed) FF [0C] (within the data sent to the printer).

When you're finished using this option, use the Menu button to back out of the menu until the printer displays OFFLINE. Then press the ON LINE button and send addresses to the printer.

7. Language

The DA700/DA750 has several language sets installed. The options on the language menu are:

- A. Symbol Set
- B. Inch / Millimeter
- C. Menu Language.

A. Symbol Set

The symbol set contains the International Standards Organization (ISO) character set substitution tables. They include the following:

- ISO 6 ANSI ASCII
- ISO 69 FRENCH
- ISO 21 GERMAN
- ISO 4 UK
- ISO 60 NORW/DAN
- ISO 11 SWED/FIN
- ISO 15 ITALIAN
- ISO 17 SPANISH
- ISO 61 NORW/DAN
- ISO 10 SWED/FIN
- ISO 16 PORTUGUESE
- ISO CHAR SET
- ISO 8859
- Roman 8
- WINDOWS LATIN
- PC 8

7. Language (continued)

B. Inch / Millimeter

This option selects the printer Measurement system — Inch or Millimeter.

C. Menu Languages

This option changes the LCD control panel menu to the language you want. Supported languages are English, German, French, Italian, Spanish, Dutch and Polish.

To use this option:

1. Press the + or – buttons to scroll through the Setup Menu options until the Language option appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press Enter to select the Language option you want to use—A, B or C.
4. Press the + button or – button to view the menu languages available. Press Enter to select an option.
5. When you've finished making selections, press the Menu button to back out of the menu until the printer displays OFF LINE. Then, press the ON LINE button to enable the printer.

8. Envelope Feed Delay

Use this option to feed very glossy material or if extra ink drying time is needed. This option slightly reduces the overall throughput of the printer.

To use this option:

1. Press the **+** or **-** buttons to scroll through the Setup Menu options until 8. FEED DELAY appears on the LCD panel.
2. Press the Enter button to select this option.
The time delay (0 to 30 seconds) can be adjusted by pressing the **+** button (MORE) or **-** button (LESS).
3. When you've finished making selections, press the Menu button to back out of the menu until the printer displays OFF LINE. Then, press the ON LINE Button to enable the printer.

Appendix A • Control Panel Menus

9. Auto Envelope Eject

Use this option to automatically eject the last envelope in your job.

To use this option:

1. Press the + or – buttons to scroll through the Setup Menu options until 9. AUTO ENVELOPE EJECT appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press the + button (ON) or the - button (OFF).
4. Press the Menu button to back out of the menu until the printer displays “OFF LINE”. Then, press the ON LINE button to enable the printer.

10. ROM Revision Number

This option is extremely useful whenever it is necessary to verify the Firmware Revision installed in the printer. It is also useful to determine if your printer requires an upgrade.

The Maintenance Count, which is the total number of print cycles accumulated, is also displayed. This information is helpful in determining solutions to printer problems.

To momentarily view the ROM Revision and the Maintenance Count:

1. Press the + or – buttons to scroll through the Setup Menu options until 10. ROM REVISION NUMBER appears on the LCD panel.
2. Press the Enter button to select this option.
3. Press the Menu button to back out of the menu until the printer displays “OFF LINE”. Then, press the ON LINE Button to enable the printer.

Appendix A • Control Panel Menus

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Appendix B

The DA700/DA750 Specifications

This Appendix contains detailed hardware and material specifications for the DA700/DA750 printer.

In this appendix:

Equipment Specifications B-2

Material Specifications B-9



Appendix B • DA700/DA750 Specifications

Equipment Specifications

Physical Dimensions

13" (33 cm) high; 19" (48 cm) wide; 17" (43 cm) deep (without wireform).

Weight

50 lbs. (23 kg), including high-capacity print cartridges and catch bin.

Electrical

Voltage: 120 volts AC +/- 10%. Other selectable voltages: 100v, 220v, and 240v

Frequency: 60 Hz +/- 3 Hz automatic frequency selection for other voltages

Fuse Type: 3AG 2 Amp Slo-Blo

Power Consumption: 126 Watts 430 BTU/hr.

Agency Approvals

UL/cUL/VDE-GS

Interface

Centronics Parallel and Serial.

Control Language

PCL5, modified

Driver Compatibility

Windows 98/NT/ME/2000/XP. Refer to the grid on the next page regarding support for the various systems.

Equipment Specifications (continued)

Below is a table of the Microsoft operating systems currently supported and the dates Pitney Bowes currently expects to stop providing support for the drivers that run in conjunction with those systems.

| Microsoft Windows Operating System | Microsoft's "Not Supported Date"** | Last Date Pitney Bowes supports drivers installed with MS Windows OS with AddressRight and DocuMatch** | Recommended Replacement |
|------------------------------------|------------------------------------|--|----------------------------|
| 98 and 98 (2nd ed.) | June 30, 2006 | July 31, 2006 | Windows 2000 Pro or XP Pro |
| Millennium (Me) | June 30, 2006 | July 31, 2006 | Windows 2000 Pro or XP Pro |
| NT 4.0 | June 30, 2003 | July 31, 2004 | Windows 2000 Pro or XP Pro |
| XP Home | Dec 31, 2006 | Dec 31, 2006 | To be determined |
| 2000 Professional | Mar 31, 2007 | Mar 31, 2007 | To be determined |
| XP Professional | Dec 31, 2008 | Dec 31, 2008 | To be determined |

* Source: Microsoft.com (posted 1/12/04)

** Dates subject to change, including any change due to Microsoft's support cessation dates or if USPS changes requirements. Should dates change, they will be posted on our web site at www.pb.com/support.

Address Recovery

Memory buffer holds a maximum of 20 addresses

Print Modes (Print Resolution)

- **Draft:**
Black - 200 x 600 DPI
Color - 300 x 150 DPI (DA750 only)
- **Letter Quality:**
Black - 300 x 600 DPI
Color - 300 x 200 DPI (DA750 only)
- **Executive:**
Black - 600 x 600 DPI
Color - 300 x 300 DPI (DA750 only)

Appendix B • DA700/DA750 Specifications

Equipment Specifications (continued)

Fonts

- **Resident Fonts**
Courier, Sans Serif, Roman, Baxter, Ding bat, Hancock, Marina, Quincy, Silicon, Springer, Stencil, and Windmill. (All fonts are scalable from 4 to 30 pt size.)
- **Resident Font Enhancements**
 - Bold
 - Expanded
 - Outline
 - Condensed
 - Italic

Downloadable Fonts

Supports bit mapped, downloadable fonts as well as bit mapped graphics (logos) which are downloaded as picture fonts. Also supports PCL raster graphics. Approximate memory available for downloading is 30K (includes space for macros).

Cartridge Fonts

Not Required. Fonts are downloaded with addresses.

User-Definable Parameters

- Font Characteristics
- Address Placement
- Barcode Characteristics
- Print Quality

Equipment Specifications (continued)

Barcode Printing Position

The DA700/DA750 can print a barcode in one of three positions:

- lower right of the envelope
- above the address block
- below the address block.

Barcode Printing Types

The DA700/DA750 can print the following barcodes:

1-Dimensional

- The printer is capable of printing a USPS Certified POSTNET barcode. All types of barcodes can be printable including FIM, 3 of 9, 4 state bar code (UK, Canadian, Euro, Australia, etc.) and others.
- The printer is capable of printing 5-, 9-, or 11- digit barcodes. 5-digit barcode printing may be disabled through menu selection.
- Delivery point barcode is generated by transmitting the three digits.
- The printer is capable of printing planet barcode used for delivery confirmation services.

2-Dimensional

- The printer is capable of printing an USPS Certified IBIP barcode as well as all types of 2-D barcodes defined for the countries (UK, Canadian, Euro, Australia etc.) and others to the defined standards. Reference applicable Postal Standards.

Appendix B • DA700/DA750 Specifications

Equipment Specifications (continued)

Throughput (Refer to the chart on page 3-3)

Fourteen thousand (14,000) pieces per hour, depending on print mode, media size, number of address lines, and bar-code imprinting. The following throughput specifications are based on 18 characters per line, 10 point, three lines per address, and no barcode (color cartridge removed).

Destination Address Throughput

Three lines, 18 characters per line, no barcode, margin five inch (12.7 cm), black only, color print cartridge removed. (Refer to chart on page 3-3.)

| Draft | Letter | Executive |
|--------|--------|-----------|
| 14,000 | 13,000 | 11,000 |

NOTE: Graphics affect throughput speed.

Stacker Capacity

- Input Stacker: 600 #10 Envelopes with Bin extension, or 250 without extension installed.
- Output Stacker: 150 #10 Envelopes

FIM (Facing Identification Mark)

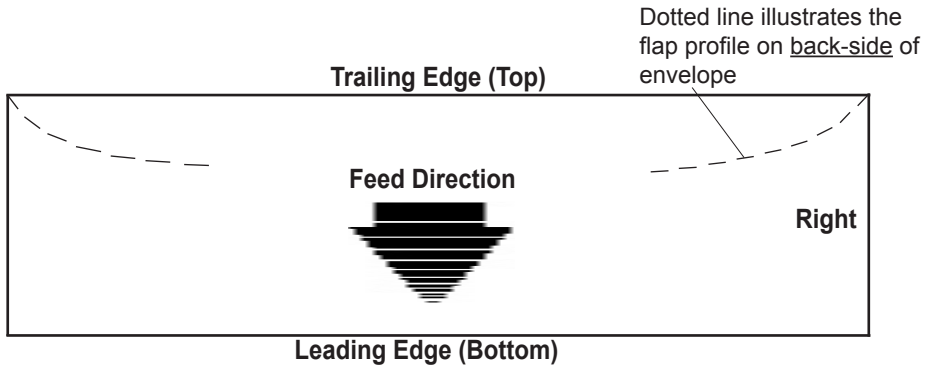
The printer is capable of printing an approved FIM barcode to the defined standards. FIM is used to “face” first class mail with certain types of IBI (information-based indicia) mail.

NOTE: Pitney Bowes Envelope Designer™ Plus software does not support the creation of FIM barcode.

Equipment Specifications (continued)

Effective Print Area

The printable width is 9.4 inches measured from the right side of the mailpiece. The printable height is 15 inches measured from the bottom edge of the mailpiece. See the figure below.



NOTES:

1. All edges are viewed from the front surface of the material.
2. Two clear zones, each 0.3 inches wide, are required on the mailpiece to allow clearance for the exit rollers.
3. Printing is allowed to the top edge of the media, however, print quality will be degraded.
4. The lower 5/8 inch of the material is reserved for the lower right barcode when it is used.

Printhead/InkJet Cartridges

| | |
|-----------------------------|------------------------------------|
| Cartridges: | User-replaceable ink jet |
| Single Black Ink Cartridge: | Order Number 660-1 |
| Single Color Ink Cartridge: | Order Number 660-5 (DA750 only) |
| 4Pack-Black Ink Cartridge: | Order Number 660-9 |

Appendix B • DA700/DA750 Specifications

Equipment Specifications (continued)

Print Position Accuracy

- For a #10 envelope
(Acclaim #10 WW Commercial, Regular):
 - Horizontal: within +/- 1.5mm
 - Vertical: within +/- 1.5mm
 - Skew: within +/- 1 degree
- For other media:
 - Horizontal: within +/- 3.0mm
 - Vertical: within +/- 3.0mm
 - Skew: within +/- 2-1/2 degrees

Environmental Limits

- Operating Conditions:
 - Temperature: 55 to 95°F (12 to 35°C)
 - Humidity: 8 to 80%
 - Maximum Wet Bulb Temperature: 80°F (27°C)
- Storage Conditions:
 - Temperature (Printer): 15 to 120°F
(-23.6 to 35.2°C)
 - Humidity (Supplies): 5 to 95%
 - Maximum Wet Bulb Temperature: 85°F (29°C)
- Shipment Conditions:
 - Temperature (Printer): -40 to 140°F
 - Humidity (Supplies): 5 to 100%
 - Maximum Wet Bulb Temperature: 85°F (29°C)

Equipment Specifications (continued)

Noise Level

Idle Mode: <6.6 Bel (A)

Operating Mode: <7.3 Bel(A)

Operator position: no more than 65 dBa referenced to 20 µpa.

Recommended Usage

Pitney Bowes has tested this machine under many different conditions, and recommends that you do not exceed the usage levels specified below:

- Monthly usage is 250,000 pieces (86,000 pieces per month typical)
NOTE: Usage beyond these recommended cycles is not covered under your Equipment Maintenance Agreement.
- Product life is 5 years or 5,160,000 cycles

Material Specifications

Approved Media

The paper types listed below are approved for use with the DA700/DA750 Printer. Please note that the dimensional limits above apply in all cases, and that all media (flats, envelopes, postcards, catalog envelopes, etc.) must be without windows, unstuffed and unsealed.

- White Wove
- Bond paper
- Recycled paper
- Coated paper
- Card stock
- Brown kraft
- Manila

Appendix B • DA700/DA750 Specifications

Material Specifications (continued)

Material Size and Thickness

| | Width | Height | Thickness |
|----------------|---------------|-------------|-----------------|
| Minimum | 3" (76mm) | 5" (127mm) | .003" (.0762mm) |
| Maximum | 15.5" (394mm) | 15" (381mm) | .250" (6.35mm) |

Also see the table on page B-10

Material Notes

Envelopes have a flap along the long edge and are processed by the printer non-flap edge first. Envelopes may have either a diagonal or straight edge along the envelope flap. Stuffing materials must be machine folded or cut sheets.

Booklets are defined as media having physical dimensions 6 x 9" or larger. Booklets have an opening along their long edge which is covered by a flap with an adhesive seal.

Catalog envelopes have an opening along their short edge which is closed by a flap with an adhesive seal.

Postcards have no folds or bends. The printable side may have a higher surface roughness than the non-printable side.

Self-mailers may be of "C," "Z," or 1/2-folded construction. They may not exceed the maximum allowable thickness as specified on the previous page and must be tabbed per postal regulations. 1/2 and tri-folds must be machine produced.

DA700/DA750 Specifications • Appendix B

Material Specifications (continued)

A **catalog** may consist of multiple pages bound by adhesive or tabs on the feed edge or at 90 degrees with respect to the feed edge.

Sheet stock may consist of 16 to 28 lb. bond as well as 60 to 80 lb. coated stock. The size and thickness constraints specified above apply.

Envelope Sizes

| Name | Style | Dimensions (Inch) Height x Width | Dimensions (Metric) Height x Width |
|---------|------------|-------------------------------------|---------------------------------------|
| #6-1/4 | | 3-1/2 x 6" | 89 x 152 mm |
| #6-1/2 | Square | 6-1/2 x 6-1/2" | 165 x 165 |
| #6-3/4 | Commercial | 3-5/8 x 6-1/2" | 216 x 165 |
| #8-1/2 | Square | 8-1/2 x 8-1/2" | 261 x 261 |
| #4 | Baronial | 3-5/8" x 5-1/8" | 92 x 130 |
| #5 | Baronial | 4-1/8 x 5-5/8" | 105 x 142 |
| #5-1/2 | Baronial | 4-3/8 x 6-3/4" | 110 x 171 |
| #6 | Baronial | 4-3/4 x 6-1/2" | 121 x 165 |
| #7-3/4 | Official | 3-7/8 x 7-1/2" | 98 x 190 |
| #7 | Official | 3-3/4 x 6-3/4" | 95 x 171 |
| #8-5/8 | Official | 3-5/8 x 8-5/8" | 92 x 219 |
| #9 | Official | 3-7/8 x 8-7/8" | 98 x 225 |
| #10 | Official | 4-1/8 x 9-1/2" | 104 x 241 |
| #11 | Official | 4-1/2 x 10-3/8" | 114 x 263 |
| #12 | Official | 4-3/4 x 11" | 120 x 279 |
| #14 | Official | 5 x 11-1/2" | 127 x 292 |
| Monarch | | 3-7/8 x 7-1/2" | 98 x 190 |
| C 4 | DIN C4 | 9 x 12-3/4" | 229 x 324 |
| C 5 | DIN C5 | 6-3/8 x 9" | 162 x 229 |
| C 6 | DIN C6 | 4-1/2 x 6-3/8" | 114 x 162 |
| DL | | 4-3/8 x 8-11/16" | 110 x 220 |

Appendix B • DA700/DA750 Specifications

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